

RULES AND REGULATIONS  
OF THE  
OAKWOOD CEMETERY  
TROY, NEW YORK  
TROY CEMETERY ASSOCIATION INC.

**GENERAL INFORMATION**

Troy Cemetery Association Inc. "Oakwood Cemetery" is a not-for-profit, non-sectarian NYS cemetery corporation established in 1848, opening in 1850.

Oakwood is governed by a Board of Trustees who are elected by the lot owners and serve without remuneration.

**Gate hours:** The main entrance gate (Oakwood Avenue) is open 7 days a week 8am-7pm.  
The 101<sup>st</sup> Street (office entrance) is open each day from 8am-4:30pm.  
The north entrance gate (114<sup>th</sup> Street) is open each day from 9am-4pm.

During severe weather, be it snow, ice or high winds, the cemetery gates may be closed for the safety of our lot owners and other visitors.

**Office hours:** Monday - Friday 8:30 - 4:30 pm. Saturdays 9am - 12 noon. Closed Sundays.

**Visitors:** Oakwood welcomes and encourages visitors during daylight hours to come walk, bicycle, and otherwise enjoy the beauty of these tranquil grounds, so long as the public observes the rules which are in effect, and exhibits the propriety due the cemetery.

**Dogs:** Dog walking is permitted. Only dogs which are 100% leashed and under complete control of their owners are welcome in Oakwood.

**Tours:** A full slate of diverse tours are offered during the course of any given year. If you would like to arrange for a private tour for your group, please call the cemetery office to discuss specifics.

## INTERMENT SPACES

1. All lots in the Oakwood Cemetery are sold in accordance with the provisions of the Laws of the State of New York and shall not be used for a purpose other than the burial of the remains or cremated remains of the bodies of humans.
2. No interment shall be allowed without a permit being first obtained from the Troy Cemetery Association, Inc., the owners of Oakwood Cemetery. At the time of applying for a permit, the following information must be provided:
  - a. Name of the deceased.
  - b. Age of deceased-including date of birth, if known.
  - c. Place of birth of deceased, if known.
  - d. Date of death and place of death.
  - e. Time and date of interment.
  - f. If not an adult, the names of the parents or legal guardians of the deceased.
  - g. Name and address of closest relative.
3. Interments in a lot are restricted to those entitled to burial therein according to the terms of Section 1512 of the Not-for-Profit Corporation Law. Permission for burial of those not entitled to burial according to that section, must be filed with the Troy Cemetery Association, Inc. by the lot owner(s).
4. The full purchase price must be paid before deed will be given or burial allowed on the lot.
5. Lot owners are prohibited from allowing interments to be made in their lots for compensation.
6. Except as provided for in Section 1513 (c) of the Not-for-Profit Corporation Law, no lot owner may sell or transfer his or her lot.

7. Upon the death of an owner or co-owner of a lot, his or her heirs or devisees shall file with the Cemetery proof of heirship and ownership. The heirs shall designate which one of them will represent the lot. In default of such designation by the heirs the Cemetery may designate a representative.
8. An heir may release to the other heirs, and a co-owner may release or devise to the other owners, his or her right in a lot on conditions specified in the release or will copy filed with the Cemetery.
9. At any time the widow or widower may release the right in a burial lot but no conveyance or devise by any other person shall deprive the widow or widower of his or her right.

#### **INTERMENTS, DISINTERMENTS and REMOVALS**

1. Interments on Sundays and Holidays will be governed by Cemetery Board directives 201.8 and 201.12.
2. Graves will not be opened when frost and weather conditions warrant such refusal.
3. Disinterment will be allowed between April and September provided the provisions of Section 1510 (e) of the Not-for-Profit Corporation Law have been followed.
4. All funerals, processions and vehicles will be under the control of the Administrator while in the cemetery.
5. Funerals must leave the cemetery by 4:00 P.M. in order that workmen will have sufficient time to properly close the grave and remove equipment before 4:30 P.M.

#### **MEMORIALS AND GRAVESITES**

1. All monuments or markers must be constructed of granite or bronze. Monuments or memorials of other natural stone are permitted only with written approval of the Troy Cemetery Association, Inc.
2. No monuments or markers with colors other than those of natural stone shall be permitted.

3. Only one casket or two urns, or one casket and one urn, may be placed in any one grave or crypt.
4. An infant may be buried in the same grave as a parent, grandparent or sibling in a burial case less than 24" long and 12" high.
5. Only one monument shall be allowed on a lot and it shall conform to the detailed specifications and the general plan of the cemetery. The purchase price of the cemetery lot must be received in full before the erection of a memorial. Before placing orders for "Memorials", consult the cemetery management for restrictions and approval. This will insure that the memorial selected is in accordance with the specifications governing your particular lot.
6. Monument sizes; (size reflected is the footprint on the ground)

2 grave lots: 3'2" x 1'2"

3 grave lots: 3'8" x 1'2"

4 grave lots: 4'4" x 1'4"

5 grave lots; 5' x 1'6"

6 grave lots; 6' x 1'6"

Every monument shall be at least 4" thick.

On the above lots, one monument OR above ground individual markers will be permitted - not both. Individual markers may be placed as long as they are installed flush with the ground.

7. Section 16; Only permits flush Bronze memorials
8. For larger lots or lots with multiple rows of graves; Monument size: The face area of the monument shall not exceed 15 percent of the surface lot area. The length (width) of the monument base shall not exceed 60 percent of the average width of the lot.
9. The bases of all monuments shall be finished true and level so as to fit on foundations without wedges or spawls.
10. No monument will be allowed to be delivered in the cemetery until the foundation is installed and is ready to receive the monument.

11. All foundations must be constructed by, or under, the direction of the Troy Cemetery Association, Inc.
12. All work done in the cemetery shall be done by cemetery employees or under the control of the Administrator or Board of Trustees.
13. The Troy Cemetery Association, Inc. reserves the right to remove, after notice to the last known lot owner, any monument, effigy, inscription or decoration which, in the opinion of the Board of Trustees, is unsightly or dangerous.
14. No vault or mausoleum shall be built above ground without the permission of the Board of Trustees and then only in such location as the Board may approve.
15. No mausoleum will be approved for construction by the Board of Trustees unless a sufficient endowment is set up to provide adequate income to maintain the structure.

#### **GENERAL**

1. Lot owners are responsible for the upkeep of their own monuments and any plantings.
2. All lot owners are required to notify the Troy Cemetery Association, Inc., of any change of address. All notices required to be sent by Oakwood shall be sent to the last recorded address and such notice shall be deemed adequate.
3. Heavy trucks or other vehicles may be refused entrance to the cemetery when, in the opinion of the Administrator, damage to roads or driveways may result.

#### **DECORATIONS**

1. **PLANTINGS;** Permitted is the planting of daffodil bulbs and small plantings of annuals which may be mowed with the grass at the end of their flowering season. For everything else, see #3 below.
2. **NOT PERMITTED** are the following:
  - a. Glass blocks, or glass or pottery vases or containers of any kind as receptacles for flowers, whether artificial or natural.

- b. Vigil candles.
  - c. Crushed stone, shells, large wooden bark chips, or other large loose ground covering materials. They may endanger workers and/or damage mower blades and other mechanical equipment. Finely-powdered mulch such as peat moss is permitted near your monument.
3. PERMITTED ONLY with WRITTEN APPROVAL of the Troy Cemetery Association of your written plan or description:
- a. Fences of any size or kind.
  - b. Planting of any plants or shrubs other than those in #1 above.
4. The Troy Cemetery Association , Inc., reserves the right to remove all flowers, wreaths, or other decoration from lots as soon as they become unsightly. In addition, Spring and Fall cleanups will be announced at the gates and all decorations will be removed.
5. The Troy Cemetery Association is not responsible for problems with decorations or plantings caused by animals, mowers, wind, vandalism, etc.

**These rules and regulations may be amended by the board of trustees of the Troy Cemetery Association Inc. but no such amendments shall be effective until approved by the New York State Cemetery Board.**