

ST. JOHN THE WONDERWORKER CEMETERY BYLAWS

St. John of Shanghai & San Francisco
Russian Orthodox Mission Church
of Lewisburg-Winfield Pennsylvania

**Saint John of Shanghai and San Francisco Russian Orthodox Mission Church
St. John the Wonderworker Cemetery, Winfield, PA
Russian Orthodox Church Outside of Russia, Eastern American Diocese
Fr. George Sharonoff, Rector**

These are the rules and regulations (bylaws) of the St. John the Wonderworker Cemetery, which is under the protection of The Synod of Bishops of the Russian Orthodox Church Outside of Russia and operated according to the faith, teachings, and practices of the Russian Orthodox Church Outside of Russia. Established on Jan. 1, 2019, it includes the old Chestnut Hill Cemetery and a section for Orthodox Christian burials specifically, although all burials, monuments, ceremonies, and uses of the property must be in accord with these bylaws as an expression of the religious purpose of the cemetery under the Church as sole owner and operator from the above date forward.

The following rules and regulations are hereby established to assist in maintaining and preserving this cemetery as a peaceful and beautiful area as well as a reverent symbol of respect for the deceased. All persons are requested to abide by these rules and regulations and should report any infraction of them by others to the Pastor of the St. John the Wonderworker Mission Church. These rules and regulations may be amended or altered by the Saint John the Wonderworker Church Parish Council as circumstances may require.

Ownership of Lots

1. Cemetery lots cannot be purchased. The St John the Wonderworker Cemetery (the ‘Cemetery’) belongs to the Synod of Bishops of the Russian Church Outside of Russia (‘Synod’) and is administered by the John the Wonderworker Church (the ‘Church’) by its Cemetery Management Committee under the direction of its Rector and Parish Council. Lots shall remain the property of the Synod. Burial there is a right of membership of the Church or a privilege accorded by the St. John the Wonderworker Mission Church Parish Council (the ‘Parish Council’) after certain monetary and other considerations. (Refer to Fee Schedule and Normal Parish By-Laws).
2. Orthodox brethren in good standing shall have all rights and privileges to the cemetery as accorded by the Church’s Parish Council.
3. The Parish Council reserves the right to limit the maximum number of lots of which an individual may become proprietor.
4. The proprietors of lots or graves in the Cemetery, or their legal representatives, shall not grant, sell, or convey any right of burial to any person or persons without having first obtained the written approval of the Parish Council, but it shall be optional with the Parish Council to grant or withhold such approval.
5. Lots in the Cemetery shall not be used for any other purpose than a place of burial for the human dead.
6. All cemetery business shall be conducted through the Cemetery Committee, consisting of a Manager of operations and assistants and a Sales coordinator along with other parish members as designated by the Rector and Parish Council, and subject to approval by the Parish Council. Funeral

directors shall contact the Manager for location and size of the interment lot. The Manager shall determine location of interment lot. The Manager can delegate any operational work and projects as needed to other Cemetery Committee members.

7. Cemetery shall be open to visitors from 7:00 A.M. to sundown each day. No person or persons not on the Parish Council or Cemetery Committee or authorized by the Parish Council shall enter the cemetery after sundown for any purpose.

Allotment of Lots

8. Allotment of burial lots is done in a systematic manner usually in consecutive order under the direction of the Manager.

9. Allotment of lots is by single units, one through four graves.

10. Any exceptions to the above must be preplanned and brought before the Parish Council for consideration well in advance.

Fees

11. Charges will be made and payable as directed by the Manager. Refer to the Fee Schedule.

12. Monument dealers will be responsible for foundation charges to be collected from the family.

General Rules & Regulations

13. Persons within the cemetery shall use only the avenues and walkways and no person shall walk upon or across lots or lawns unless it is necessary to gain access to a particular lot. The Cemetery and Church expressly disclaims responsibility for any property damage or any injury sustained by any person.

14. Persons visiting the cemetery or attending funerals are strictly prohibited from picking flowers wild or cultivated, breaking or injuring any tree, shrub or plant or from writing upon, defacing or injuring any memorial, fence or other structure within the actual or surrounding grounds of the cemetery or church.

15. Motor vehicles must follow the funeral cortege and comply with the following rules:

- Maximum speed limit 15 miles per hour
- No vehicle may be driven or parked across or upon any grave lot or lawn.
- No vehicle shall be permitted in the cemetery after sundown.
- Parking or leaving any vehicle is prohibited and will be cause for the removal of such a vehicle at the owner's expense.
- Making a complete or partial reverse turn of any vehicle on any road or drive is forbidden.

16. No dogs or other domestic animals are permitted in the cemetery.
17. The placing of boxes, boulders, ornaments, settees or similar unauthorized items upon lots will not be permitted. The Parish Council reserves the right to remove any such unauthorized items.
18. The bringing of firearms into the cemetery, except by military escort, is prohibited.
19. No person shall be noisy or disorderly within the limits of the cemetery or otherwise so conducts themselves as to desecrate the place.
20. No motorcycles, 'dirt' bikes, mini-bikes, ATV's (all terrain vehicles), bicycles, skateboards, in-line skates or other recreational vehicles or equipment, motorized or non-motorized, are permitted in the cemetery.
21. Proprietors of, or visitors to, any lot are forbidden to place glass, porcelain, ceramic or similar breakable objects of any kind on the lots or graves. This includes, but is not limited to, vigil or eternal memory lights, vases, pottery, picture frames, memorabilia, etc.
22. The Cemetery shall exercise due diligence to notify the proprietors or their legal representatives in the case of injury, damage, settlement, etc. to any monument of effigy, or any structure or inscription upon the proprietor's lot or grave. It will be the duty of the proprietor to promptly correct such injury, damage, settlement, etc. If action taken is not deemed prompt by the Parish Council, the Parish Council will have the right to make appropriate repairs or corrections to, replacements of, or removal of such injury, damage, settlement, etc. The Cemetery will have the right to seek and obtain reimbursement for costs associated with such actions.
23. Use of burning candles or any other burning objects is permitted for ceremonial use only and solely while attended by live supervision. Absolutely NO open flames or burning objects of any kind are allowed in the absence of live supervision.
24. One 'non-breakable' vigil lamp is allowed per monument or marker. All interior vigil candles must be extinguished when proprietors or visitors depart the cemetery since they pose an attractive nuisance to vandals. Vigil lamps are subject to removal subject to conditions listed in this document.

Lots & Markers

25. No foundations, markers monuments, or stones will be placed upon a lot without approval of the Administrator.
26. No granite, marble or stone chips or other curbing, fence or enclosure of any kind will be permitted in or around any grave and no post, indicating a boundary in any grave will be allowed.
27. The rights to enlarge, reduce, re-plot, or change the boundaries or grading of the cemetery or sections thereof, or to modify or change the location of or remove or re-grade roads, drives or walks or any part thereof is hereby reserved. The right to lay maintain and operate or alter pipelines or gutters for sprinkler systems and drainage or any other purposes is also expressly reserved as well

as is the right to use cemetery property for cemetery purposes including interment of the dead or for anything necessary incidental or convenient thereto. The Cemetery reserves to itself and to those lawfully entitled thereto a perpetual right of ingress and egress over lots for the purpose of passing to and from other lots.

28. The general care of the cemetery is the responsibility of the Parish Council. It includes reasonable and practical care of the lawn areas, roads, shrubs and trees. In no case shall it mean the maintenance repair or replacement of any memorial or stone placed neither upon a lot nor the performing of any special or unusual work in the cemetery.

29. Proprietors of, or visitors to, any lot are required to properly dispose of plants, shrubs, flowers and other items utilizing Cemetery receptacles when available, or carrying out such items when receptacles are temporarily unavailable.

30. No work shall be constructed or allowed within any lot without special permission of the Parish Council.

31. No work shall be performed in this Cemetery, except under the direction of the Administrator or the Parish Council.

32. No proprietor shall permit the remains of any person to be deposited within the bounds of his lot for hire.

Interments

33. All funerals entering the cemetery shall be under the direction of the funeral director or a person authorized by the Manager or Parish Council.

34. No grave will be opened for interment by any person except by a person so designated by the Manager or Parish Council.

35. No interment shall be made until the Parish Council or the Manager shall have been furnished with a permit, such as is required by the Laws of the Commonwealth, together with an order from the owner of the right of burial in the lot in which interment is to be made, or from the legal representative; nor until the fees provided for shall have been paid.

36. Once a casket containing a body is within the confines of the cemetery, it shall not be opened except by a funeral director or on an order signed by a court of competent jurisdiction.

37. When interment is to be made in a lot, the location of such interment shall be designated by the Administrator. The cemetery reserves the right to make the interment in a location designated by the Parish Council. The cemetery shall not be responsible for errors from information lacking precise and proper instructions as to the particular space, size of grave and location in a lot where interment is desired.

38. A minimum requirement for interment shall be an outer cement container for the casket or cremains.
39. Removal of bodies shall be done according to state law.
40. There will be no refund on a lot after a disinterment, except with special approval of the Parish Council.

Plants, Shrubs & Flowers

41. Planting of flowers in the ground in front of the monuments is allowed. Plantings must not be of spreading or encroaching varieties, and must be within 12" from the monument.
42. No new shrubs, trees, or evergreens may be planted by any individual on any lot. No planting of shrubs, trees, or evergreens will be permitted at individual headstones or flush markers.
43. Existing shrubs, trees, or evergreens and must be kept trimmed to no higher than the headstone and no closer than six inches to the lot borders. Any shrubs, trees or evergreens exceeding these limits will be severely cut back or removed.
44. Flowers, wreaths, baskets, etc., and all other items, left on graves or lots should be removed by the owner as soon as possible after they fade or become unsightly.
45. The Cemetery shall have the right to remove all floral designs, flowers, weeds, trees, shrubs, plants or herbage of any kind, and all other items, from the cemetery as soon as, in their judgment, they become unsightly, dangerous, detrimental, or diseased, or when they do not conform to the standard maintained in the cemetery.
46. Ornamentation of lots is restricted to flowers, plants and shrubs with the sole exception being items of religious significance and these items are subject to removal per the conditions listed within this document.
47. No glass jars, unsightly metal receptacles, or breakable flower containers shall be placed on lots. True floral containers and rustic baskets are recommended.
48. Holiday specific decorations must be removed within 60 days (weather permitting) or shall be removed by the Cemetery.
49. The Cemetery will not be responsible for floral pieces, baskets, or frames in which or to which floral pieces are placed or attached and shall not be responsible for frozen plants or herbage of any kind.

Monuments and Other Structures

50. No monument, structure or inscriptions shall be placed in the Cemetery without approval of the Manager.

51. Lots in the Cemetery will be restricted to one stone, the location of same to be aligned by the Administrator.

52. No monument or other structure on a lot above ground shall be constructed of any other material than cut marble, granite, natural stone, or real bronze. In general, no monument or marker shall exceed a base size from end to end of 60% of the width of the lot. Maximum grave lot base lengths and widths are as follows:

- 1 grave - 2'x 1'6"
- 2 or 3 graves - 4'x 1'6"
- 4 graves - 6'x 1'6"

Maximum allowable height for all monuments is 5'. Any individual marker (unless matched to existing markers) must be set flush with the ground.

53. Wooden markers designating graves will not be allowed, except with special permission of the Parish Council, and then only if a flush permanent marker is set, as well.

54. No monument or headstone may be set on a single grave or two grave lots. Only flush markers will be allowed, with dimensions not to exceed 24" in length by 14" wide on a single grave and 56" in length by 16" wide on two grave lots. Exceptions to these requirements are made only with special approval of the Parish Council.

55. Monuments are to be placed on the west side of the lot, unless interment is in a separately specified area, except all Orthodox Monuments are to be placed at the East end of the grave site. All Orthodox Monuments will have the symbol of the Cross on the monument.

56. No mausoleums are permitted.

57. Any work done by a monument company or its employees or authorized person is their responsibility, but must meet the standards of cemetery work.

58. All monuments, stones or other super-structures are required to be set-upon and affixed to a foundation. No stone, monument, or other super-structure shall be erected until a suitable foundation is laid. All foundations for monuments and markers shall be no less than 4 feet in depth.

59. No monuments will be allowed on lots until the lots are paid for in full.

60. Slabs covering graves will not be allowed, except with special permission of the Parish Council, and then only if set flush with the ground.

61. If any monument of effigy, or any structure or inscription be placed upon any lot which shall be deemed by the Parish Council to be offensive or improper, the Parish Council will have the right and it shall be its duty to enter upon such lot and remove the offensive object or objects.

62. The monument company is responsible for any damage to the cemetery lawns, stones, etc.
63. Each grave must be identified with a permanent monument or marker within eighteen months of interment. If the grave is left unmarked at eighteen months, the Cemetery reserves the right to install a suitable marker. The Cemetery will have the right to seek and obtain reimbursement for all costs associated with the marker and its installation.

Correction of Errors

64. The Cemetery reserves the right to correct any errors that may be made by them in making interments, disinterments, or removals, or in the description or assigning of any lot. Errors in failing to specify proper interment position, or of monument dealers in failing to clearly specify monument or marker positions will be cause, once work is in progress, by the cemetery, for a fair additional charge in the event a change is requested.

Enforcement

65. The Church's Parish Council hereby empowers the Manager or other selected delegate to enforce the foregoing Rules and Regulations.

66. Orthodox Section—Special Rules

All buried in the Orthodox Section must be members in good standing of the Orthodox Christian Church at the time of their burial, as verified by their home parish priest.

67. Orthodox and Non-Orthodox Burials and Monuments

The former Chestnut Hill Cemetery now being solely owned and operated by the Church on the grounds of its Church site, and with an Orthodox Christian section, new and current slots must abide by the above rules and review. Inscriptions and markers deemed to be in conflict with Orthodox Christian faith, practice, and teaching, including non-Christian religious or philosophical inscriptions and symbolism (including but not limited to Masonic, political, sexual-politic, Satanic, and other) will not be permitted. In accord with non-contradiction of Orthodox beliefs, burial of same-sex couples or polyamorous partners or individuals claiming a sex different from their biological birth sex shall not be permitted.
