

# RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. \_\_\_\_\_ Passed \_\_\_\_\_, 20\_\_\_\_

## ORDINANCE 2025-22

AN ORDINANCE TO AMEND CHAPTER 955 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF DOYLESTOWN RELATING TO CEMETERY REGULATIONS, AND TO REPEAL ORD. 82-13 AND ORD. 2001-64 IN THEIR ENTIRETY.

WHEREAS, the Chestnut Hill Cemetery Board and the Village Administrator have recommended updates to Chapter 955 of the Codified Ordinances to address cemetery deed transfers, fees, and administrative processes; and

WHEREAS, Council finds it necessary and in the best interest of the Village to adopt such changes for the orderly operation, recordkeeping, and equitable administration of cemetery services; and

WHEREAS, Council further finds it appropriate to repeal prior ordinances that are inconsistent or superseded by this updated Chapter 955;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Doylestown, State of Ohio, that:

SECTION 1. Chapter 955 of the Codified Ordinances of the Village of Doylestown is hereby amended to include revisions and Sections 955.05, titled "Deed Changes and Transfers," and 955.06, titled "Permanent Headstone or Marker Requirement," as fully set forth in the attached Exhibit A.

SECTION 2. All ordinances or resolutions, or parts thereof, previously enacted which are inconsistent with or superseded by this amended Chapter 955 are hereby repealed in their entirety.

SECTION 3. This Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety and welfare of the Village of Doylestown and shall be in full force and effect immediately upon its adoption.

PASSED: August 13, 2025

Attest:

  
Terry L. Lindeman, Mayor

  
Kristen J. Robison, Clerk of Council

## EXHIBIT A

### CHAPTER 955

#### Cemetery

955.01 Cemetery Endowment Fund.

955.02 Future interments at Methodist Church cemetery.

955.03 Superintendent of Cemetery; duties and compensation.

955.04 Fees.

955.05 Deed Changes and Transfers.

#### CROSS REFERENCES

Burials may be prohibited - see Ohio R.C. 759.05

Management and control - see Ohio R.C. 759.20

Union cemeteries - see Ohio R.C. 759.27

Burial permits - see Ohio R.C. 3705.24 et seq.

Burial of indigent persons - see Ohio R.C. 5113.15

#### 955.01 CEMETERY ENDOWMENT FUND.

(a) A trust fund is established with US Bank serving as trustee of a fund known as the Village Chestnut Hill Cemetery Endowment Fund.

(b) Current liquid assets representing investments of the Cemetery Board shall be held in trust by the trustee to be invested and reinvested in compliance with the Village Investment Policy (RES. 2022-47).

(c) Expenditures or withdrawals from the trust fund will require a written request by the Board of Cemetery Trustees to the Village Council and approval of Village Council of such requests.

#### 955.02 FUTURE INTERMENTS AT METHODIST CHURCH CEMETERY.

Future interments of dead persons in the cemetery of the Doylestown Methodist Church in this Village consisting of a plot of land of approximately one acre in Section 10, Township 18, Range 11 in the Village is hereby prohibited.

(Ord. 8-50. Passed 8-22-50.)

#### 955.03 SUPERINTENDENT OF CEMETERY; DUTIES AND COMPENSATION.

There shall be a Superintendent of the Cemetery who shall be appointed by the Village Administrator and confirmed by Council. The duties of such Superintendent shall consist of seeing that all graves are properly opened and closed, and he shall perform such other duties as may be prescribed by the Board of Cemetery Trustees. Compensation for said Superintendent shall be determined by the Council on an annual basis and shall be payable monthly.

## EXHIBIT A

### 955.04 FEES.

Fees for purchase of grave space, opening and closing of graves, burials, marker foundation and any other services provided by the Village, Board of Cemetery Trustees, or Superintendent shall be reviewed annually by the Village Administrator, Board of Cemetery Trustees and the Superintendent and any changes to the fee schedule shall be passed via Resolution by Village Council.

### 955.05 DEED CHANGES AND TRANSFERS.

#### (a) Administrative Fee for Deed Changes.

Any request to change or transfer ownership of a cemetery deed, burial right, or columbarium niche shall be subject to an administrative processing fee. Pursuant to the Village's authority under the Schedule of Fees, the Council may, by resolution, adopt or amend administrative fees associated with cemetery deed changes without the need to amend the text of the Code of Ordinances.

#### (b) Minimum Holding Period Before Transfer.

No cemetery deed, burial right, or columbarium niche shall be eligible for change, transfer, or reassignment within one (1) calendar year from the date of original purchase, except in the event of the documented death of the deed holder or intended interment.

#### (c) Authority and Recordkeeping.

All deed change requests must be submitted using the Village's official form, signed by the original deed holder(s), and processed by the Village Administrator, designee, or Cemetery Superintendent. Records shall be updated and maintained in accordance with the Village's records retention schedule and applicable provisions of the Village Charter and state cemetery law.

#### (d) Exemptions.

The Village Administrator, with approval of the Cemetery Board, may waive the one-year restriction in cases of documented hardship, clerical error, or other exceptional circumstances.