

Discussion Paper # 8

CEMETERY RULES, REGULATIONS, OPERATIONS and ADMINISTRATION

Friends Poulsbo Cemetery – Drafted March 29, 2018

DISCUSSION GOAL – Review the Ordinance regulating the operations and administration of the Poulsbo Cemetery. Under review will be administrative, operational and legal issues impacting Poulsbo and North Kitsap cemeteries.

CEMETERY POLICY/REGULATORY REVIEW - The City Cemetery Committee called for a review to determine the need to update and change current city ordinance.

Following are suggested amendments to City Cemetery Ordinance No, 2006-15 - This review will be appended to the proposed Poulsbo Municipal Cemetery Master Plan:

1. Section 2.76.010 - (Cemetery) Policy - The policy of the City of Poulsbo is to maintain the cemetery as a permanent public burial ground, and to permit the cemetery such structures, landscaping and decoration as shall be deemed by the cemetery caretaker to be consistent with the regulations and guidelines in this chapter.

Comment: The policy should reflect a new vision for the cemetery. The cemetery will not only be a permanent burial ground, it will be a *historic* public burial ground and *heritage* park.

2. Section 2.76.090 - Cemetery Rules of Conduct

Paragraph F – No animals shall be allowed in the cemetery except service animals that are trained to perform tasks for people with disabilities

Comment: Cemetery neighbors walk their dogs in the cemetery. Doggy mitts are available inside the cemetery gate. Family members of loved ones interred in the cemetery report their loved one dearly loved their dogs. The ordinance should allow the city to authorize the walking of dogs within the cemetery in compliance with city regulatory guidelines.

3. Section 2.76.160 - Interments - Individual and Cremains Lots/Plots.

A. Regular grave sites are designated for one casket, one casket and one cremated remains or a maximum of two cremated remains.

Comment: Consider designating one casket and two cremains or no casket and three cremains.

B. Cremains grave sites are designated for one cremated remains.

Comment: Consider designating two cremains.

Additional Comment: Consider placing a fee on each casket and each cremains interred within the cemetery. Today there is no fee for placing a second cremains within a regular Lot.

4. Section 3.12.040 Miscellaneous fees and charges. The City Cemetery Committee requested that there be a review of current plot purchase fees to determine if an update is needed

A. Poulsbo City Cemetery. The cemetery shall be divided into the following land units which may, to the extent possible, be purchased at the office of the Poulsbo city clerk at the following rates:

1. Cremains grave site, two hundred dollars;
2. Regular grave site, four hundred dollars;

Comment: The fact that the fees currently charged for Poulsbo Cemetery burial lots/plots do not fund perpetual care; have not been adjusted in recent years, and along with the identification of current and future cemetery needs and improvements by the 2016-2017 City Cemetery Committee, warrants the serious consideration of a raise in cemetery fees.

Allowing fees for each of up to two cremains in a cremains lot; one casket and up to two cremains in a regular full size burial lot, and/or up to three cremains in an "All Cremains" full size burial lot is a much needed enhancement to cemetery income as well as a benefit for low income families.

3. The rates set forth in subsections (A)(1) and (2) of this section shall be reduced by one-half where the unit is purchased for the burial of a Poulsbo resident whose total income is at or below one hundred twenty-five percent of the federally established poverty level.

Comment: This positive section should be on the DPW website and the City Clerk's lot purchase form.

CEMETERY ADMINISTRATIVE REVIEW - Legal

Comment: Two legal questions arising within the cities administrative responsibilities in managing the cemetery relate to A) a legal definition when a cemetery lot can be declared vacant, and B) the need for legal guidelines when the cemetery deed holder of record has failed to designate a deed holder designee before death.

Email comments and suggestions on this discussion paper to:

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Friends Poulsbo Cemetery is a discussion group. Papers on a Poulsbo Cemetery Master Plan and issues and needs of North Kitsap cemeteries are circulated via email and FPC website for comment and suggestions.