

City of Westbrook

Cemetery Monument Guidelines

Monument Installation Regulations

To ensure that families and friends are allowed to visit a place where their loved ones are buried with dignity and respect and to maintain the beauty of the cemeteries, the following monument installation regulations have been adopted:

All monuments placed in City Cemeteries are the personal property of the lot owners and/or their heirs. Owners are responsible for the maintenance and upkeep including cleaning, straightening and leveling. The City may at its discretion straighten or level a stone from time to time.

- Max. upright monument dimensions for a single grave (centered)
 - Stone: 2-0 x 0-6 x 2-0 (24" x 6" x 24")
 - Base: 2-6 x 1-0 x 0-6 (30" x 12" x 6")
- Max. upright monument dimensions for a double grave (centered)
 - Stone: 2-6 x 0-8 x 2-4 (30" x 8" x 28")
 - Base: 3-2 x 1-2 x 0-8 (38" x 14" x 8")
- Max. upright monument dimensions for a triple grave (centered)
 - Stone: 3-0 x 0-8 x 2-6 (36" x 8" x 30")
 - Base: 3-10 x 1-2 x 0-8 (46" x 14" x 8")
- Max. upright monument dimensions for a quad grave (centered)
 - Stone: 4-6 x 0-10 x 2-8 (54" x 10" x 32")
 - Base: 6-0 x 1-4 x 0-10 (72" x 16" x 10")
- All bases must meet minimum thickness requirements listed above
- Monoliths, hickey & bevel are not allowed - (new installations)
- No colored etching, lithochrome, or artificial coloring will be allowed except for government markers and matching government markers.
- Maximum of one (1) monument and one (1) flush marker allowed on a single grave. Centered monuments on multiple graves count as one (1) monument on each of the graves where it is centered.
 - Exception – veteran markers are allowed on all graves

Grandfathered lots may be exempt from the above for consistency of the lot, however all exemptions will be at the discretion of the Cemetery Manager

****At this time the only sections authorized to have one (1) monument and one (1) flush marker on a single grave in Woodlawn Cemetery are sections: 13, 14, 15, 18, 19, 20** All other sections in Woodlawn require prior approval.**

Concrete Foundation Requirements

- All monument/markers must have a concrete foundation under the base. Below is a list of the required minimum depth of the concrete base:
 - 1-6 and below base width minimum depth of 18 inches
 - 1-7 to 2-5 - base width minimum depth of 30 inches
 - 2-6 to 36-0 - base width minimum depth of 36 inches
 - 3-1 to 6-0 - base width minimum depth of 48 inches
- Monument foundation holes must be inspected by a Public Services Representative for proper depth prior to pouring concrete
- No monument shall be placed until the concrete has cured for 48 hours
 - Flush markers are exempt from the 48 hours curing time
- No monument, foundations, or other structures shall be placed, erected, or maintained on a City of Westbrook Municipal cemetery grave site unless completed in full compliance with these regulations as adopted by the Cemetery Board of Trustees

The City of Westbrook charges a \$100.00 fee per monument/marker for administration and inspection of proper installation (veteran markers exempt).

Failure to observe these regulations shall be the basis for excluding non-conforming monuments, foundations, memorial and other structures from Westbrook Municipal cemeteries. Monument companies, their employees, their agents, together with the decedent's heirs and/or agents there-of shall be jointly and severably liable for conforming with these regulations, as a condition precedent to placing a monument upon Westbrook Municipal Cemetery gravesites.