

RESOLUTION NO 11-029

A RESOLUTION OF THE CITY OF ROSLYN, WASHINGTON, ADOPTING DESIGN STANDARDS FOR THE ROSLYN CEMETERIES

WHEREAS, the Roslyn Cemetery Commission was appointed to oversee the unique Roslyn Cemetery Complex which is made up of 26 individual lodge and ethnic cemeteries; and

WHEREAS, The Roslyn Cemetery Commission has determined that a set of standards should be in place as a guideline for anyone wishing to make a structural change within the cemeteries; and

WHEREAS, The Commission has reviewed existing structures within the cemeteries and has worked extensively on the attached document;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSLYN, WASHINGTON, AS FOLLOWS:

Section 1. The attached document titled "Design Standards for the Roslyn Cemeteries" is hereby adopted.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF THE 9TH DAY OF AUGUST, 2011.




Cordy Cooke, Mayor Pro-Tem

ATTEST:



Amber Shallow, Clerk-Treasurer

Approved as to form:



Margaret J. King, City Attorney

Design Standards for the Roslyn Cemeteries

Guidelines for Fences:

Note: The construction or removal of any fence in the Cemeteries requires review & approval by the Cemetery Commission. Anyone wishing to install or repair fencing in the Cemeteries shall complete a Structural Changes Application and must supply an estimate of the cost of material and labor as well as funding sources to help insure the satisfactory completion of the project.

Original fences should be retained and repaired whenever possible. When reconstruction must occur, the original fence should be matched in color, materials, size, scale, texture, and composition. New fences should emulate *historic styles and designs* still found in the cemeteries. All fencing material must be see through (no slats or inserts shall be allowed) to allow for adequate viewing of the cemeteries.

Colors: All fencing colors must be approved by the Cemetery Commission

Cemetery Complex Perimeter Fencing:

Chain link fencing will be acceptable along the outside perimeter of the overall cemetery complex only. This exception is to help prevent wildlife from entering the cemeteries and for security purposes. Chain link shall not be installed between roadways and cemeteries.

Requirements for chain link:

- Coated
- Height not to exceed 8' (eight feet)
- Spacing between posts shall not exceed 8' (eight feet)
- Chain link fencing shall have bottom & top rails for support

Individual Cemetery Fencing:

Individual Cemeteries may be fenced with several different styles of fencing such as: Wood/Picket and Double Looped Crimped Wire (also called woven wire). All fencing surrounding individual cemeteries must contain at least one entrance gate for vehicles and one entrance gate for pedestrians. If the cemetery being fenced shares a border with another cemetery then a pedestrian gate must be installed to allow ease of foot traffic between the cemeteries.

Wood/Picket Fencing Requirements:

- Material must be Cedar no Knot #1 (Clear Cedar)
- Fence Height – between 3' to 4'
- Pickets – 7/8" minimum X 3" to 4" wide

Design Standards for the Roslyn Cemeteries

- Spacing between pickets - 1 ½" to 2"
- Spear Point or regular cut
- Only stainless steel or galvanized nails may be used in the construction of the fence to prevent tannic acid bleeds onto the wood
- Fence Posts need to be a minimum of 6" X 6" and spaced no more than 8' apart
- Cross Bars shall be 2" X 6" Cedar Boards
- Post Holes
 - Minimum of 30" deep
 - 6" to 8" of Pea Gravel on the bottom and then topped with 24" of cement
 - Posts shall sit on top of the Pea Gravel

Double Looped Crimped Wire (Woven Wire)

- Posts: Cedar 6" X 6" or 2" Iron Pipe (iron posts must be treated to prevent rusting)
- Fence Height - between 3' to 4'
- Iron Pipe must be pre-drilled with a minimum of ¼" holes, 2 holes at the top & 2 holes at the bottom (above ground) for attaching fencing
- The top of Iron Pipes must be sealed to prevent moisture from entering
- Posts are to be no more than 8' apart
- Cross bars must be 2" X 6" minimum
- Wire is to be attached to the cross bars with a heavy duty staple.
- Woven wire may be painted with Hammerite to enhance longevity
- Post Holes
 - Minimum of 30" deep
 - 6" to 8" of Pea Gravel on the bottom and then topped with 24" of cement
 - Posts/Iron Pipe shall sit on top of the Pea Gravel

Chain Link

- Chain Link fencing will be allowed where it is an extension of an existing chain link fence or is compatible with neighboring cemeteries.
- Height requirements and installation methods will be required to match the neighboring chain link fencing.

Grave Plot Fencing:

Grave fencing is only allowed in the Polish & Old City Cemeteries. All new or repaired grave fences must be compatible with existing fences.

Design Standards for the Roslyn Cemeteries

Guidelines for Signs:

Note: The construction or removal of any sign in the Cemeteries requires review & approval by the Cemetery Commission. Anyone wishing to install or repair any signs in the Cemeteries shall complete a Structural Changes Application and must supply an estimate of the cost of material and labor as well as funding sources to help insure the satisfactory completion of the project.

The ultimate placement of any Cemetery Name Sign shall be determined by the Commission to ensure the most visibility to visitors is obtained without obstructing the view of the cemetery itself.

Cemetery Name Signs

Materials Allowed:

- Treated Wood
- Wood coated with a preservative
- Cedar is the preferred choice of wood for signs

Sign & Lettering Colors:

- Signs shall be a natural wood color
- Lettering shall be routed into the wood and painted black or white

Sizes:

- 4" tall individual boards shall be used consistent with existing historical signs
- Where more than one board is used to define a cemetery then reinforced back strapping (on strap on each side of pole) shall be used to prevent turning or spinning; the strapping shall be no more than 1" in width each.
- Maximum Size of Cemetery Name Signs shall be:
 - Height (top of uppermost board to bottom of lowest board) – 96" (8 Feet)
 - Width (left to right of board) – 24" (2 Feet)

Design Standards for the Roslyn Cemeteries

Directional/Informational Signs

Directional and information signs shall be compatible with existing signs of this nature such as the entrance "Welcome" signs and the traffic flow signs.

Materials Allowed:

- Metal

Sign & Lettering Colors:

- Brown Background
- White Lettering

Sizes:

- Directional signs shall meet the standards for road signs.
- Information signs shall be no larger than 2.5' X 4' and rectangular in shape.

Monument Signs

All monument designs and colors need to be approved by the Cemetery Commission (this does not include grave monuments for individual plots).

Materials Allowed:

- Marble
- Granite
- Stamped Concrete

Sign & Lettering Colors:

- All lettering shall be engraved

Sizes:

- Signs are encouraged to be as small as possible but still easily read from a distance of 6'

Design Standards for the Roslyn Cemeteries

Grave Plots:

Size Requirements:

- Adult Space – 3 ½’ in width by 9’ in length
- Child/Infant Space – 3 ½’ in width by .5’ in length

Curbing:

- Curbing is required in the following cemeteries:
 - Cacciatori D’Africa
 - Dr. Starceвич #1 &
 - Dr. Starceвич #2
 - Eagles
 - Foresters
 - I. O. O. F.
 - Knights of Pythias (Old & New)
 - Lithuanian
 - Mt. Olivet Black Pioneers
 - Old City
 - Polish
 - Redmen
 - Serbian
 - Silvio Pelico
 - Slovak
 - St. Barbara’s

➤ Required Dimensions for Curbing

- Size of curbing shall match existing curbs in each cemetery

➤ Required Colors

- Natural Cement Tones or shades of grey
- White

Grave Plot Coverings:

All graves/plots may be covered with any of the following items, however for permanent coverings such as cement or tiles owners are encouraged to wait until a burial is completed to prevent damage from removal for burials.

- Cement
- Tiles
- Rock
- Green or Brown Outdoor Carpeting or Astroturf
 - other colors may be used if pre-approved by the Cemetery Commission

The City of Roslyn reserves the right to remove any grave plot coverings that deteriorate or are not being cared for without notice.