



Legislation Details (With Text)

File #: 24-017 **Version:** 1 **Name:**
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File created: 1/19/2024 **In control:** Town Council
On agenda: 2/6/2024 **Final action:**
Title: Amendments to the Town Code and Fees Schedule for Additional Options at Westwood Cemetery

PURPOSE: Adopt amendments to the Town Code and Miscellaneous Fees and Charges Schedule to establish new interment options at Westwood Cemetery as outlined in the approved Westwood Cemetery Master Plan, and to set associated fees and charges for these new options to cover costs and ensure cemetery sustainability.

Indexes:**Code sections:**

Attachments: 1. A - Ordinance Amending Town Code - Westwood Additional Areas, 2. B - Resolution Amending Cemetery Fees, 3. C - Master Plan Approval, 4. D - Greenspace Clarification, 5. E - Pocket Questions

Date	Ver.	Action By	Action	Result
2/6/2024	1	Town Council		

Amendments to the Town Code and Fees Schedule for Additional Options at Westwood Cemetery

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DEPARTMENT: Planning & Public Works

CONTACT INFORMATION: Patricia McGuire, Planning Director, 919-918-7327, pmcguire@carrboronc.gov; Kevin Belanger, Public Works Director, 919-918-7427, kbelanger@carrboronc.gov

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☐ Comprehensive Plan ☒ Other

The Town Council held two work sessions on the Westwood Cemetery over the past year - the first on October 11, 2022, and the second on June 15, 2023. A master plan reflecting direction provided by the Town Council from those work sessions was approved on September 19, 2023. Racial and Equity Pocket Questions have been prepared (*Attachment E*).

INFORMATION: The resolution adopting a Westwood Cemetery Master Plan on September 19, 2023 also included direction to move forward with a phased implementation of the plan (*Attachment C*). Staff have been taking steps for installation of stormwater and vehicle access infrastructure associated with the creation of new burial spaces. The Westwood Cemetery plan provides for 1,672 additional burial spaces, with 631 for traditional burials, 410 for natural burials, and 631 for remains from cremation and other offsite processes.

The Town Council adopted a resolution clarifying the use of undeveloped greenspace on October 24, 2023 (

Attachment D). All meeting materials are available at
<https://carrboro.legistar.com/LegislationDetail.aspx?ID=6354386&GUID=45B376DA-C527-493C-AF03-8A83D3ADEA65&Options=&Search=>> for September 19 and
<https://carrboro.legistar.com/LegislationDetail.aspx?ID=6390391&GUID=E8EA2F4E-9CAE-4FD8-953A-DE4456326FA7&Options=&Search=>> for October 24.

Town Code and Fee Schedule revisions are needed to include the additional types of burial spaces at Westwood Cemetery. A revision has also been included to specify additional items that deteriorate to those that the Town can remove during cemetery maintenance. These changes include:

Town Code		
	Section Number	Revised/additional Text
1	13-1	Renames 'burial space' as 'Burial Space, Type One' and adds a new definition for burial space, Type Two.'
2	13-4	Add quiet, reflective activities as not considered disruptive in the area of the cemetery designated for open space
3	13-8	Adds temporary lighting and grave covering to the items that can be removed by the cemetery administrator when they have deteriorated and become unsightly.
4	13-12	Modifies language to specify requirement to name all those intended to be buried, whether buried traditionally or otherwise. Specifies that the remains of two individuals can be interred in the Burial Space, Type Two. Adds reference to alkaline hydrolysis.
5	13-18	Specifies that monuments can be used for Type One burial spaces only.
6	13-19	Specifies that head markers can be used on Type Two burial spaces; foot markers are not allowed on Type Two burial spaces.
7	13-22	Adds race and ethnicity to the information to be recorded for all persons whose remains are interred.
8	13-24	Adds Natural Burials as allowed within designated areas of Westwood Cemetery.
Miscellaneous Fees and Charges Schedule		
	Cemetery Fees	Adds fees for Type Two Burial Spaces for Resident/Property Owners and for Non-Residents.

An ordinance amending the Town Code and a resolution amending the Fee Schedule have been prepared (*Attachments A and B*).

FISCAL IMPACT: There are minimal impacts associated with amending the Town Code and Fee Schedule. A cost estimate for the Master Plan's implementation provided last September is \$630,000, with initial work to open up new burial spaces underway using remaining master planning funds.

RECOMMENDATION: Staff recommends that the Town Council approve amendments to the Town Code and the resolution amending the Fees and Charges Schedule (*Attachments A and B*).