

# McCool & Blake Cemeteries

Portage Township, Porter County, Indiana  
*Brendan Clancy - Trustee*

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2700 McCool Road • Portage, IN 46368 • Ph: 219-763-2717 • Fax: 219-764-2740



## Visitor Guidelines

*McCool and Blake Cemeteries are open to visitors daily from dawn to dusk.*

Visitors are reminded that the Cemetery is a sacred place. Quiet and reverence must always be observed. The right holder of lots and their family and friends shall be allowed access to the grounds during normal visiting hours.

No driving faster than a walk will be allowed. Vehicles of all kinds must be kept off the grass. Automobile radios or other noise producing devices must be turned off or turned down so that the sound cannot be heard outside of the vehicle or in the near vicinity.

Dogs and other pets are not allowed except when confined to a motor vehicle. Exceptions: service dogs, police working dogs, and military working dogs.

All persons are prohibited from plucking any flower, either wild or cultivated, breaking, or injuring any tree, plant, or shrub, or in any way injuring any memorial, vault, ornament, or other structure or property in the Cemetery. Vandalism will result in prosecution.

All persons are prohibited from hunting, fishing, or discharging any firearms, fireworks, or other missiles within, into, or over any portion of the Cemetery property.

No person will be allowed to disturb the quiet or good order of the Cemetery in any way and the Director and employees of Portage Township, Porter County are instructed to see proper decorum is always maintained.

Portage Township, Porter County reserves the right, without notice, to change, alter, or amend any or all the foregoing rules and to make new rules and regulations.

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## Procedures for Lot Maintenance

Foundations for monuments will be poured primarily in the summer months. Foundation work in the spring and fall is weather dependent.

The months of April and October are used to clean up grounds and prepare the Cemetery for spring and winter.

Winter decoration removal will begin April 1<sup>st</sup>, starting with natural decorations (wreaths, grave blankets, grave pillows, garland, etc.) to provide time for families and/or friends to gather artificial decorations if they wish to keep them. By the end of April, all winter decorations will be removed. The removed items will be tagged with the name(s) on the grave and held for pick-up until the end of May. After May, any unclaimed items will be discarded.

Summer decoration removal will begin October 1<sup>st</sup>. Any decorations that are broken, faded, deteriorated, dead, or dying will be removed and discarded.

Grave blankets and pillows are permitted from November 1<sup>st</sup> until the end of February.

Any item(s) placed behind the foundation, to the sides of the foundation and where it infringes upon another lot, further than six inches from the front of the foundation line, in the middle of the grave, or at the foot of the grave (other than a bench or a flush marker) are subject to be moved to the foundation line or removed from the grave at the discretion of the Portage Township Trustee. All items in good condition will be tagged with the name(s) on the grave and held for pick-up for one month before being discarded.

Graves that have existing landscaping, such as pavers, borders, mulch, rock, etc. around the foundations that are not kept free of weeds or grass are subject to removal. Also, graves with landscaping that are in violation of the guidelines mentioned in the paragraph above are subject to be made into compliance with the rules and regulations.

Benches not placed at foot of the grave and parallel to the foundation lines are subject to be moved to comply with the rules and regulations.

The Trustee shall have the right to remove any item(s) in violation of the rules and regulations respective to your deceased loved one as is necessary to keep the Cemetery safe and well maintained.

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## McCool Cemetery Sections Original and A through O & Blake Cemetery

Rules and Regulations hereunto annexed, or that may be hereafter adopted by the Portage Township Trustee.

1. All interments in lots and inurnments in niche spaces shall be restricted to relatives of the rights holder except when special permission to the contrary has been obtained from the Trustee.
2. The rights holder may designate specifically whose remains shall be interred or inurned by a proper instrument recorded with the Cemetery, otherwise: after the rights holder's interment, the remaining lot or niche, if any, may be used for the surviving spouse of the rights holder. After the spouse's interment, if any additional spaces remain, the parents and children of the rights holder may be interred, in order of need, without the consent of any person claiming interest in the lot. If there is no surviving parent or child, the lot shall go in order of need to the heirs at law or the spouse of any heir at law.
3. In lots that are occupied and have no burial rights on record or where the rights holder cannot authorize interment, the Trustee must consent to allow the relative(s) of those occupying the lots to be interred.
4. At the rights holder's bequest, each lot may consist of either one full burial with three cremation interments above or four cremation interments.
5. No transfer or assignment of any lot or niche space shall be valid without the consent of the Trustee. Retail of lots and/or niche spaces for profit is prohibited.
6. Concrete and/or steel vaults are mandatory and are not permitted to overlap or interfere with another lot.
7. Cremated remains must be placed in a container suitable for inurnment and approved by the Trustee.
8. All interments and inurnments must follow proper interring and recording procedures through the Cemetery office, including but not limited to: cremains placed above ground in crypts or monuments. Proper interring and recording procedures require all interments and inurnments to be made by the interment provider designated by the Trustee.
9. The rights holder may erect any proper memorial within the guidelines of the Cemetery. The guidelines for a proper memorial are as follows: headstone memorials shall be above ground or flush with the ground and all foot markers shall be flush with the ground; above ground memorials shall be placed on a foundation at ground level with the foundation extending a minimum of six inches in each direction as an apron to prevent weeds and grass from growing directly against the memorial; all flush memorials or memorials placed at the foot shall have a recessed concrete foundation under the marker; the inscription is not offensive or improper; the base of the memorial is no wider than twelve inches, following the six-inch guideline for foundations; the foundation is poured by the Cemetery; any special requests to the contrary are recorded with the Cemetery and approved by the Trustee.
10. All single graves must have a standard foundation size of 24", 36", or 48" for above ground monuments. All double graves must have a standard foundation size of 60", 72", or 84" for above ground monuments.
11. All decorations, flowers, plants, lights, etc. are to be placed on the foundation or within six inches of the front or sides of the foundation without extending beyond the lot(s) belonging to the rights holder. Nothing is to be placed behind the foundation. Nothing is allowed in the middle or at the foot of the grave other than foot markers and benches first approved by the Cemetery. Benches are to be placed at the foot of the lot and positioned parallel to the foundation rows.
12. The Cemetery is not responsible for items damaged, lost, or stolen. The Cemetery shall have the right to remove any noncompliant item(s) to keep the Cemetery safe and well maintained.
13. Annual plants and flowers may be planted following the same six-inch guideline. Trees and shrubs must be planted by the Cemetery. The Cemetery shall have the right to trim or fully remove any tree or shrub if for any reason the tree or shrub becomes detrimental, dangerous, or inconvenient.

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## McCool Cemetery Sections P & Q

Rules and Regulations hereunto annexed, or that may be hereafter adopted by the Portage Township Trustee.

1. All interments in lots and inurnments in niche spaces shall be restricted to relatives of the rights holder except when special permission to the contrary has been obtained from the Trustee.
2. The rights holder may designate specifically whose remains shall be interred or inurned by a proper instrument recorded with the Cemetery, otherwise: after the rights holder's interment, the remaining lot or niche, if any, may be used for the surviving spouse of the rights holder. After the spouse's interment, if any additional spaces remain, the parents and children of the rights holder may be interred, in order of need, without the consent of any person claiming interest in the lot. If there is no surviving parent or child, the lot shall go in order of need to the heirs at law or the spouse of any heir at law.
3. At the rights holder's bequest, each lot may consist of either one full burial with three cremation interments above or four cremation interments.
4. No transfer or assignment of any lot or niche space shall be valid without the consent of the Trustee. Retail of lots and/or niche spaces for profit is prohibited.
5. Concrete and/or steel vaults are mandatory and are not permitted to overlap or interfere with another lot.
6. Cremated remains must be placed in a container suitable for inurnment and approved by the Trustee.
7. All interments and inurnments must follow proper interring and recording procedures through the Cemetery office, including but not limited to: cremains placed above ground in crypts or monuments. Proper interring and recording procedures require all interments and inurnments to be made by the interment provider designated by the Trustee.
8. The rights holder may erect any proper memorial within the guidelines of the Cemetery. The guidelines for a proper memorial are as follows: headstone memorials shall be above ground and all foot markers shall be flush with the ground; headstone memorials shall be placed center on the foundation and east facing; all memorials placed at the foot shall have a recessed concrete foundation under the marker; the inscription is not offensive or improper; the base of the memorial is no wider than twelve inches; any special requests to the contrary are recorded with the Cemetery and approved by the Trustee.
9. No more than two decorations and two lights allowed per grave.
10. No glass or ceramic decorations.
11. Vases must be mounted to a monument's base stone. They cannot be affixed to the foundation.
12. No fences, borders, pavers, rocks, mulch, or other landscaping allowed.
13. No plants, flowers, shrubs, trees, or the like are to be planted.
14. No benches. Seating is provided around the section and folding chairs are allowed while visiting.
15. Nothing may be placed in the middle of the grave. A marker may be placed at the foot of the grave and flush with the ground.
16. The Cemetery is not responsible for items damaged, lost, or stolen. The Cemetery shall have the right to remove any noncompliant item(s) to keep the Cemetery safe and well maintained.

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## McCool Cemetery Columbaria

Rules and Regulations hereunto annexed, or that may be hereafter adopted by the Portage Township Trustee.

1. All interments in lots and inurnments in niche spaces shall be restricted to relatives of the rights holder except when special permission to the contrary has been obtained from the Trustee.
2. The rights holder may designate specifically whose remains shall be interred or inurned by a proper instrument recorded with the Cemetery, otherwise: after the rights holder's interment or inurnment, the remaining lot or niche, if any, may be used for the surviving spouse of the rights holder. After the spouse's interment or inurnment, if any additional spaces remain, the parents and children of the rights holder may be interred or inurned, in order of need, without the consent of any person claiming interest in the lot or niche. If there is no surviving parent or child, the lot or niche shall go in order of need to the heirs at law or the spouse of any heir at law.
3. No transfer or assignment of any lot or niche space shall be valid without the consent of the Trustee. Retail of lots and/or niche spaces for profit is prohibited.
4. Cremated remains must be placed in a container suitable for inurnment and approved by the Trustee.
5. All interments and inurnments must follow proper interring/inurning and recording procedures through the Cemetery office, including but not limited to: cremains placed above ground in crypts or monuments. Proper interring/inurning and recording procedures require all interments and inurnments to be made by the interment/inurnment provider designated by the Trustee.
6. Columbarium niche spaces are for the inurnment of human remains only. Deceased pets, valuables, flowers, mementos, etc. are not allowed in the niche space.
7. To maintain the columbaria in a uniform manner, all niche space covers, except for the veteran section niche space covers, must be engraved or etched to memorialize the remains of the inurned. The Cemetery will arrange for the engraving or etching of the niche space cover. Name, birth and death dates, and one design are allowed per niche space cover. If two urns are inurned in the same niche space, only the names and birth and death dates are allowed on the shared niche space cover.
8. Columbarium niche spaces in the veteran section are allowed to have the bronze niche veteran markers (8-1/2 inches by 5-1/2 inches) permanently affixed to the niche space cover as a free alternative to the mandatory engravings on all other niche space covers. Setting charges apply.
9. With the exception of the veteran markers, nothing is to be permanently affixed to the exterior of the columbarium niches.
10. No flower arrangements, plants, wreaths, toys, mementos, etc. are allowed to be placed near the columbaria at any time other than the time of inurnment.
11. The Cemetery is not responsible for items damaged, lost, or stolen. The Cemetery shall have the right to remove any noncompliant item(s) to keep the Cemetery safe and well maintained.

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