

CHURCH RENOVATION and RECONFIGURATION GUIDELINES

Archdiocese of Cincinnati

Revised 10/21/19

The construction or renovation of a church, oratory, or chapel takes place under the authority of the diocesan bishop. "Within the process of building or renovating a church, the diocesan bishop has an irreplaceable role and final responsibility." (*Built of Living Stones*, 34; cf. *General Instruction of the Roman Missal*, 291 & 387)

Changes to a worship space should arise from the needs and desire of the faithful, and have the endorsement of the pastoral council, worship commission, or other representative body. Such changes should take into consideration the Church's norms for sacred art and architecture as found in the *Constitution on the Sacred Liturgy*, the *General Instruction of the Roman Missal*, *Built of Living Stones*, and the *Code of Canon Law*.

The Committee on Sacred Art & Architecture has the responsibility of recommending plans for renovation and reconfiguration of sacred spaces to Archbishop Schnurr. The committee can also offer expert guidance in the various disciplines. Among the types of projects that must be reviewed by the aforementioned committee:

- Adding or removing walls in a worship space
- Changing the configuration of pews
- Installing or moving a new piece of major liturgical furniture (altar, ambo, presider's chair, baptismal font, tabernacle, ambry, etc.)
- (Re)-installing a communion rail
- Permanent installation of major works of art
- Changing types of windows (from clear to stained glass, etc.)
- Major work on sound or lighting systems

The types of projects that do not generally require approval from Archbishop Schnurr include:

- Repair/replacement of flooring surfaces
- Paint or changes to wall coverings
- Repairs of any kind
- Reconfiguration of lesser furniture (e.g. credence table, side chairs, etc.)

Before moving forward on a project, or if you are unsure whether the scope of your project requires the approval of Archbishop Schnurr, please contact the Office for Divine Worship & Sacraments (Mr. Jeremy Helmes, jhelmes@catholiccincinnati.org, 513.263.6609) or the chair of the Committee on Sacred Art & Architecture (Fr. Ryan Ruiz, ruiz@athenaeum.edu, 513.233.4278)