

Statutes for the Commission on Liturgy, Churches and Chapels

Approved January 9, 2006

As the “moderator, promoter and guardian of the whole” liturgical life of the diocese (CIC 835), the Bishop of Peoria has established a Commission on Liturgy, Churches and Chapels to be organized according to the following statutes. The diocesan bishop alone may freely dissolve this commission. Like, the diocesan bishop alone has the right to establish, modify and interpret these statutes.

Article 1: Membership

The Bishop of Peoria will appoint 4-6 members, clergy or laity, to serve a 3 year term which may be renewed. The diocesan bishop may remove a member for a just cause. Three unexcused absences within a year will result in automatic removal from the commission. Staff members of the Office of Divine Worship will serve as ex officio members of the Commission. The Diocesan Director of Divine Worship will serve as the president of Commission on Liturgy, Churches and Chapels, as well as president of the Building Commission and will facilitate the cooperation between the two commissions. The president may appoint a commission member to act in his place if he is absent.

No members of the Commission may have a business interest in a project submitted for review. Members may not enter into a contract/sub-contract relationship with the Diocese of Peoria on any project under review. All matters under consideration by the Commission are to be considered confidential.

Article 2: Meetings

The president will schedule 6, bi-monthly meetings throughout the year. Parishes or institutions wishing to make a presentation to the Commission must contact the president of the commission no less than 4 weeks before the scheduled meeting date. When projects require the attention of both commissions, the Commission on Liturgy, Churches and Chapels will meet in conjunction with the Building Commission. Additional meetings may be scheduled by the president as needed.

Article 3: Duties of the Commission

Section 1: The Commission receives its mandate from the Bishop of Peoria as outlines in section 13 of the Diocesan Statutes (June 2003) and is consultative to the Bishop.

Section 2: The Commission will assist the Bishop by reviewing the liturgical dimensions of building plans (statutes 13.1.3) and is to be consulted with regard to any new construction or significant renovation of a worship space (13.1.4). In this regard, the Commission will work closely with the Building Commission especially when such projects require formal resolutions. The Chancellor receives all formal resolutions for building and renovation proposals and he will refer them to the proper commission.

In so far as the Commission is charged with the care of all churches and public oratories in the Catholic Diocese of Peoria (cf, 13.1.4), the Commission is to be consulted even when the

construction or significant renovation of a church, chapel or oratory does not require a formal resolution (ie, a project that does not cost in excess of \$15,000 or involves a chapel in a non-diocesan institution such as a hospital or nursing home).

Section 3: The Commission will assist pastors, chaplains and others responsible for a church or chapel by providing consultation and referrals. The Commission will also make available diocesan, national or universal legislation regarding the sacred liturgy and sacred buildings.

Section 4: The construction of a new church or the significant renovation of an existing sacred building requires the permission of the diocesan bishop. To assist the bishop, the Commission will review such plans. A “significant renovation” of an existing worship space is any change or addition to fixed, essential or enduring furnishings or elements of the church building. This includes, but is not limited to, the location of the altar, ambo or tabernacle; removing or altering traditional side/high altars; baptisteries; confessionals; stained glass windows; floor covering, etc. These significant renovations may only proceed with the approval of the Bishop upon the recommendation of the Commission.

All significant renovations must be referred to the president of the Commission on Liturgy, Churches and Chapels (Diocesan Director of Divine Worship). Renovations not requiring a formal resolution should be submitted directly to the president of the commission.

All renovations costing in excess of \$15,000 must also be approved by the Bishop through a formal resolution submitted through the chancellor.

All renovations costing in excess of \$100,000 must also be reviewed by the Commission on Liturgy, Churches and Chapels.

Section 4: The Commission is to guarantee the proper alienation of liturgical articles in accord with diocesan and canon law, and will help to facilitate the transfer of liturgical articles to churches and chapels where they may be needed.

Section 5: The Commission will work with the Office of Catechetics, the Office of the Permanent Diaconate, and the Office of Vocations to assist in the proper liturgical training of lay ministers and those in formation for ordained ministry. This training may include participation in current education programs or special programs hosted by the Commission.

Section 5: The Commission will make itself readily available to pastors to assist them in their office of renewing the liturgical life of their parishes through parish or regional seminars and workshops.

Section 6: The Commission will work closely with the Rector of the Cathedral, the Cathedral music director and others to guarantee with the liturgical life of the Cathedral is truly excellent and exemplary, according to the mind of the General Instruction of the Roman Missal and other liturgical legislation.

The Commission on Liturgy, Churches and Chapels Summary of the Commission Statutes Regarding Sacred Buildings and Renovations

- The construction of a new church or the significant renovation of an existing sacred building requires the permission of the Bishop, which is generally sought through the Office of Divine Worship and the Commission on Liturgy, Churches and Chapels.
- A “significant renovation” is any change to fixed, essential or enduring furnishings or elements of the church building. This includes, but is not limited to: the altar of sacrifice and the ambo (pulpit); the Tabernacle and its placement in the church; baptisteries; confessionals; stained glass windows; new floor coverings such as marble or wood; the altering or removing of traditional back altars or side altars, etc.
- Minor renovations or repair work generally do not require the Bishop’s permission (unless it exceeds \$15,000) or the review of the Liturgy Commission: repainting exterior/interior without extensive change to décor or color theme; replacing worn carpet; maintenance or repair of stained glass windows; re-arrangement of existing statuary or moveable sanctuary furniture, such as the presider’s or servers’ chairs.
- **Significant renovations costing less than \$15,000** – Require the Bishop’s permission through the Office of Divine Worship.
- **Renovations costing more than \$15,000** – Require the Bishop’s permission through a formal resolution submitted through the Chancellor and the review of the Office of Divine Worship.
- **Renovations costing \$100,000 or more** – Require the Bishop’s permission through a formal resolution submitted through the Chancellor and the review of the Commission on Liturgy, Churches and Chapels.
- Pastors must contact the Office of Divine Worship 4 weeks before regularly scheduled meetings of the Commission in order to appear on the agenda. Copies of drawings/plans must also be provided at least two weeks prior to the presentation.