



Office for
Liturgy & Spirituality

September 15, 2020

MEMORANDUM

TO: Pastors in the Diocese of San Diego
FROM: Noreen M. McInnes *Noreen McInnes*
RE: Policy for Building and Renovation of a Worship Space

There has been an update on the Diocesan policy entitled, “Building and Renovation of a Worship Space” (cf. *Policy Handbook* ADMINISTRATION, Diocesan–17 IV & V):

DIRECTIVE ON LITURGICAL FURNISHINGS

The design and placement or relocation of the following liturgical furnishings, regardless of the cost involved, require prior consultation with the diocesan Office for Liturgy and Spirituality.

- Altar
- Ambo
- Presider’s Chair
- Tabernacle*
- Baptismal Font**
- Oils Ambry
- Altar Railing*

*The approval of the Bishop is also required for these liturgical furnishings.

****Baptismal Fonts may be designed to accommodate baptisms by the pouring of water and not by immersion when requested by the pastor and when it is part of a church renovation.**

The Art and Architecture Committee meets four times throughout the year to assist in finalizing the schematic design and design development proposals for presentation to and approval by the bishop.

The Committee is scheduled to meet at 1:30pm at the Pastoral Center on the following dates:

Wednesday, September 16, 2020

Wednesday, December 2, 2020

Wednesday, February 10, 2021

Wednesday, May 12, 2021

Please note that the pastor must contact the Office for Liturgy and Spirituality (858-490-8290) in order to be placed on the agenda, which is finalized ten days prior to the meeting.

Email: nmcinnes@sdatholic.org