



The Roman Catholic Diocese of  
**BATON ROUGE**

## **DIOCESAN BUILDING REVIEW BOARD STATUTES**

### **PURPOSE**

The purpose of the Diocesan Building Review Board is to assist the Diocesan Bishop in exercising his vigilance regarding new construction and major renovations and repairs to diocesan, parish, and school facilities.

### **RESPONSIBILITIES AND LIMITATIONS**

The Board shall serve as a consultative body to the Diocesan Bishop for planning and policy making regarding construction and building matters. As such, the Board shall receive reports on a regular basis from the Building & Project Manager to be able to carry out its proper function.

Institution heads are required in the pre-design and schematic design phases of building to observe diocesan particular law which requires design plans, after review on the local level, to be reviewed by the Diocesan Building Review Board. It also requires that all schematic plans must be reviewed by the Diocesan Building Review Board for projects that exceed \$500,000. In each circumstance, the Board advises the local ordinary who must give his approval before the final plans and construction documents are prepared.

The Building Review Board shall always seek a consensus of decision making through prayer, dialogue, and mutually respectful listening, and the expression of honest opinion to further facility development for parishes, schools, and the diocesan corporation.

The Board is not empowered to dictate or legislate matters of faith or morals.

### **MEMBERSHIP**

In the Diocese of Baton Rouge, there will be at least five (5) lay persons to serve on the board, all appointed by the local ordinary, after consultation with the Building & Project Manager. Of these five members, three (3) should be licensed architects and two (2) should be mechanical engineers, or structural engineers, and/or an electrical engineer. Two (2) priests shall also be appointed by the local ordinary to serve on the board.

Discernment for the replacement of outgoing members shall take place in June.

Several persons shall serve *ex-officio* on the Board including the Vicar General and Moderator of the Curia, *Oeconemous*, and Building & Project Manager.

Members who serve on the Board shall not be consulted to review any project(s) that are presented to the Diocesan Building Review Board in which they or their firm have any interest in bidding or executing. They should be Catholics in good standing with domicile in the Diocese of Baton Rouge and should receive a positive recommendation from their respective pastor. Members must disclose any financial or business interest with the Diocese to avoid any real or perceived conflict of interest.

A list of all Building Review Board members shall be published annually on the Diocesan website in July.

Terms of office for all appointed members shall be for three (3) years.

A member can be removed by the local ordinary.

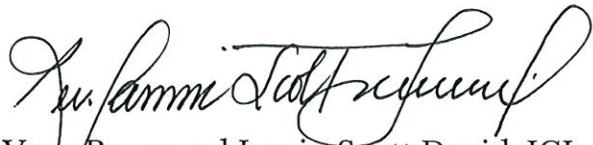
Vacancies on the Board are created by resignation, death, change of domicile, or removal from the Board. Vacancies will be filled after the next scheduled meeting of the Board after consultation with the Board.

#### **BOARD REVIEWS & IN-PERSON MEETINGS**

The work of the Board is primarily accomplished on-demand as a project is presented to the Building & Project Manager. Consultation is accomplished electronically, specifically via email.

Special meetings may be called by the Diocesan Bishop, Vicar General or Building & Project Manager at any time.

*Effective 19 November 2024, Tuesday of the Thirty-third Week in Ordinary Time.*



Very Reverend Jamin Scott David, JCL  
Vicar General & Moderator of the Curia



Ann Boltin  
Chancellor

