

Certificate of Appropriateness for an historic landmark, the Commission, using the principles and design review criteria adopted pursuant to Section 5.6.5.5 Required Procedures, shall make findings of fact indicating the extent to which the application is or is not consistent with the principles and design review criteria. The Commission shall cause to be entered into the minutes of its meeting the reasons for its actions, whether it be approval, approval with modification or conditions or denial.

g. ***Deferral of Application***

An applicant for a Certificate of Appropriateness may request that the Commission's consideration of the application be deferred to a specific date. Upon such request, the Director shall have the authority to grant the deferral. A request for continuance shall be made in writing to the Director at least 10 days prior to the scheduled consideration of the application and shall indicate the date to which the deferral is requested and the reasons for the deferral. Only 1 deferral shall be permitted for each application.

8. **Time Limits**

If the Commission fails to take final action upon any application within 60 days after the complete application is submitted to the Director, the application shall be deemed to be approved, unless a deferral is granted in accordance with the provisions of Section 5.6.6.7(g) Deferral of Application. If such a deferral is requested, the 60 day time period shall be increased by the amount of time for which a deferral is requested. A Certificate of Appropriateness shall expire if a building permit has not been obtained within 1 year.

9. **Submission of New Application**

If the Commission denies an application for a Certificate of Appropriateness, a new application affecting the same property may be submitted only if substantial changes are made in plans for the proposed construction, reconstruction, alteration, restoration, moving or demolition, or if conditions related to the historic district or historic landmark or surrounding uses have changed substantially.

10. **Local and State Coordination**

The Commission shall use all reasonable efforts to expedite any concurrent process with the North Carolina Department of Cultural Resources if such a process is desired by the applicant for the purpose of securing both a Certificate of Appropriateness and a Federal historic preservation tax credit.