

testimony, and other matters shall be presented to the Board in hearings open to the public. However, in matters relating to zoning, the Board OR THE MEMBERS THEREOF, shall inspect the property involved and the neighborhood.

2.103—Place of Hearings—The place of hearings of the Board shall be the Council Hearing Room in the Courthouse, Ellicott City, Maryland, unless otherwise designated by the Chairman.

2.104—Time of Hearings—Meetings and Hearings of the Board shall be held at the call of the Chairman and at such other times as the Board may determine.

2.105—Record of Hearings—The Board of Appeals shall cause to be prepared an official record of its proceedings in each case, which shall include testimony and exhibits, but it shall not be necessary to transcribe the testimony unless requested for Court review, or when requested by any party in interest appearing at the hearing. The party taking the appeal or ordering the record shall pay the Reporter, in advance, the cost of transcribing the record.

~~It shall be understood that~~ All public records, PUBLIC LOCAL laws and regulations of Howard County which pertain to the particular case shall be received by reference by the Board for its consideration of the case being heard.

2.106—Public Attendance—The general public and representatives of the news media are encouraged and invited to attend all hearings. All persons attending hearings are expected to maintain order and decorum and to refrain from disturbing the orderly process of the hearing. Applause or emotional reaction of any kind at the hearing may be misconstrued by the reviewing Court as having influenced the Board in its decision, and it shall be the duty of the Chairman to maintain order and to clear the Hearing Room or to recess the hearing if any disorder occurs.

2.200—Form of Zoning Petitions—The form of the Petition shall be as prescribed by the Board of Appeals.

2.201—Contents of Petition—The Petition shall be addressed to the Board of Appeals of Howard County, County Office Building, Ellicott City, Maryland and shall include such statements and drawings as are described below:

(a) Petition Contents—The petition shall be filed in triplicate and shall include the following:

1. The Section of the Zoning Regulations under which the Petition is filed, and a statement as to the request.
2. The present owner of the property.
3. The reason or reasons for the request.
4. A statement as to whether the request of the Petitioner will adversely affect the surrounding and vicinal properties.
5. The intended use of the property in the event that the Petition is granted.
6. Any other factors which the Petitioner desires the Board to consider.