

conferences with the Secretary to the Board and the Executive Secretary to the Planning Board. The Secretary to the Board shall then promptly notify the Petitioner, in writing, BY CERTIFIED OR REGISTERED MAIL, of the time, date, and place of the hearings and enter a copy of the notice in the Record of Proceedings. The Secretary to the Board shall, twenty-four hours prior to the hearing, notify the members of the Board of all cases scheduled for the next regular hearing.

Those cases which have not been concluded may be continued to a day and time fixed by the Board, and it shall not be necessary to readvertise or report the property in matters relating to zoning or readvertise in other matters.

In the event it becomes necessary for any reason, to postpone a scheduled hearing, the Secretary to the Board shall notify the members of the Board, the County Solicitor, Howard County Central Alarm, news media, Petitioner, and any persons known to the Secretary to be parties of interest and shall cause the hearing room to be posted with notice of the cancellation, the reason therefor and the date on which the hearing is rescheduled.

#### 2.400—Conduct of Hearings

The Petitioner shall have the opportunity to state his case by presenting witnesses, exhibits, and other evidence. All persons testifying shall be required to take the following oath given by the Chairman: "Do you solemnly promise to speak truthfully in the testimony you are about to give?"

The Board, through the Chairman OR THE SECRETARY, shall have the authority to compel the attendance of witnesses AND DOCUMENTS through its OWN motion ~~of~~ OR through the motion of any parties of interest in a proceedings.

#### 2.401—Order of Presentation—

(a) Introduction of reports and official documents pertaining to the case by the County Solicitor.

(b) Petitioner's Presentation

1. Direct examination of witnesses.

2. Cross-examination of witnesses by the opposition's attorney and by the County Solicitor. Normally, the cross-examination shall be conducted by the opposition's attorney or a spokesman, but any person desiring to question the Petitioner's witness, shall first address the Chair and when recognized, request leave of the Chair to ask a question of the witness and shall not proceed until such leave is granted. Upon initial recognition by the Chair, the person shall give the following information before questioning the witness:

His name

His home address and its approximate location with reference to the subject property in matters relating to zoning.

Questions shall be brief, shall pertain only to statements made by the witness, shall be interrogatory in nature and not argumentative; questions shall not be preceded by statements nor shall they contain allusions to personality or motives. If the Chair shall rule the question out of order or objectionable, it shall be the duty of the person asking it to withdraw