

## COUNTY LOCAL LAWS

he may schedule and conduct, within a reasonable period of time, a hearing on the request. Notice of the hearing and its time and place shall be given to the person requesting the rent increase, all tenants affected by or subject to the rent increase request, any tenant association or organization representing the tenants of the dwelling units or rental facilities which are affected by or subject to the rent increase request, and any person who filed a comment as to the request.

(7) If the Executive Director conducts a hearing on a request for a rent increase as provided by subsection 6, above, such hearing shall be in lieu of that provided by subsection 8, below; and will be conducted in accordance with the procedures provided by subsection 9, below; and will be subject to appeal as provided by subsection 10, below.

(8) Upon the issuance of the written findings, opinions and orders of the Executive Director, any person aggrieved by the action may appeal such action. The decision of the Executive Director shall become final unless appealed. If a person aggrieved decides to appeal such action, that person must, within ten (10) days of receipt of the written findings, opinions or orders, appeal such action to the Executive Director by filing a written notice of appeal with the Office of Landlord-Tenant Affairs. Upon the filing of the written notice of appeal, under this subsection, the Executive Director shall schedule and conduct, within a reasonable period of time, a hearing on his action. Notice of the hearing and its time and place shall be given to the person aggrieved and all interested parties.

(9) The hearing shall be open to the public; except, that any party to it may request, in writing, a private hearing, which may be granted in the discretion of the Executive Director. In conducting hearings on rent increase requests, the Executive Director shall have the power to summon all witnesses deemed necessary. Summons must be signed by the Executive Director and shall require the attendance of named persons and the production of relevant documents and records. Failure to comply with a summons shall constitute a violation of this Chapter. Any party to the hearing may request the issuance of a summons. Any party to a hearing, at the party's option, may appear before the Executive Director in person or by a duly authorized representative and may have the assistance of an attorney. The parties may present testimony and evidence which shall be given under oath or by affirmation. The Office of Landlord-Tenant Affairs shall keep a full record of the hearing, which record, if the hearing is public, shall be open to inspection by any person, and, upon request by any party