**Section 1130.940 Procedures for Public Hearing on Applications for Permit**

Procedures for public hearing shall include at least the following:

a) A place of reasonable size and accessibility shall be provided;

b) A hearing officer or officers who shall conduct the hearing and take all necessary steps to assure the hearing's proper completion;

c) The hearing officer shall have the authority to require the swearing in of persons presenting testimony and to determine the order in which testimony is taken and the time to be allocated for each person to testify;

d) The hearing officer shall maintain order and may set and announce new hearing dates, times and places. The hearing officer's verbal announcement shall, for this purpose, constitute public notice;

e) The proceeding shall be tape‑recorded or otherwise recorded. A full and complete transcript need not be made, however, unless required by law and paid for by the requesting party;

f) The hearing shall be deemed to have been completed and terminated when the hearing officer so finds and has determined that all exhibits, documents and other written materials presented or requested at the hearing are in his or her custody; and

g) The hearing officer shall, within a reasonable time, submit a public hearing report that shall include all exhibits and documents to HFSRB staff for submission to HFSRB.

(Source: Amended at 40 Ill. Reg. 14647, effective October 14, 2016)