

TOWNSHIP OF WEST ORANGE
ZONING BOARD OF ADJUSTMENT

RESOLUTION NO. ____-2025

**RESOLUTION APPOINTING CME ASSOCIATES AS ZONING BOARD PLANNER FOR THE
REMAINDER OF CALENDAR YEAR 2025 AND AUTHORIZING A NOT-TO-EXCEED AMOUNT**

WHEREAS, the Zoning Board of Adjustment of the Township of West Orange (the “Board”) requires professional planning services for the review of pending and new applications and for attendance at Board meetings; and

WHEREAS, CME Associates, through Christopher Dochney, PP, AICP, has submitted hourly rates and estimated hour caps for the Board’s pending work through December 31, 2025; and

WHEREAS, in these circumstances, professional services are exempt from public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i), and may be awarded by resolution of the Board;

WHEREAS, this Resolution shall constitute the contract with CME Associates for the services to be performed;

NOW, THEREFORE, BE IT RESOLVED by the Zoning Board of Adjustment of the Township of West Orange, County of Essex, State of New Jersey, that:

1. Appointment. CME Associates (Christopher Dochney, PP, AICP) is hereby appointed as Board Planner for the remainder of Calendar Year 2025 (through December 31, 2025).
2. Rates. Compensation shall be at the hourly rate of \$212.00 per hour for the principal planner and \$157.00 per hour for staff planner assistance.
3. Authorized Tasks & Caps.
 - Review of existing/pending applications: not to exceed 7 hours (aggregate).
 - Review of the “Mavis” application: not to exceed 10 hours (aggregate, inclusive of staff support).
 - Review of all other new applications filed with Board.
 - Hearing attendance and related meeting preparation for special and regular meetings through year-end: presently projected at approximately 25-30 hours.
4. Not-to-Exceed Amount. The Board hereby establishes a not-to-exceed amount of Fifteen Thousand Dollars (\$15,000.00) for planning services through December 31,

2025, chargeable to applicant escrows and/or Board accounts as applicable. No services shall be rendered in excess of this amount without further Board authorization.

5. Availability of Funds. The Chief Financial Officer has certified the availability of funds as may be required pursuant to N.J.S.A. 40A:4-57, which certification shall be placed on file with this Resolution.
6. Pay-to-Play Compliance. This award is made pursuant to the professional services exception, without competitive bidding, in accordance with N.J.S.A. 19:44A-20.5 et seq. and the Township's pay-to-play ordinances. CME Associates shall submit all required political contribution disclosure and business entity disclosure certifications prior to the issuance of a purchase order.
7. Publication. The Secretary is authorized and directed to publish and/or maintain this Resolution in accordance with law and to issue any necessary notices.

ROLL CALL VOTE:

	Motion to adopt Resolution					
Member	Motion	2nd	Aye	Nay	Ineligible	Absent
Neuer						
Schwarzbaum						
Barbee						
Miller						
Cohen						
Scott						
Weiss						
Sussman						
Dannemiller						

Ben-Zvi						
Dubovy						

CERTIFICATION

The foregoing is a true copy of a Resolution adopted by the Zoning Board of Adjustment of the Township of West Orange at its special meeting of October 9, 2025.

Diana Chandler-Zimmermann, Secretary
ZONING BOARD OF ADJUSTMENT
OF THE TOWNSHIP OF WEST ORANGE,
COUNTY OF ESSEX,
STATE OF NEW JERSEY

Dated: October 9, 2025