

## **ENVIRONMENTAL PROTECTION**

### **SITE REMEDIATION PROFESSIONAL LICENSING BOARD**

#### **Notice of Availability of Annual Site Remediation Professional Licensing Board Fee**

#### **Calculation Report – Calendar Year 2026**

Take notice that the Site Remediation Professional Licensing Board (Board) has prepared the Annual Site Remediation Professional Licensing Board Fee Calculation Report (Report) for calendar year (CY) 2026, in accordance with the Regulations of the New Jersey Site Remediation Professional Licensing Board (Board Rules) at N.J.A.C. 7:26I-3.1 through 3.7. This notice comprises the Report in its entirety.

The Report addresses three Board fees: the application fee, the renewal fee, and the annual license fee. Individuals who wish to become licensed site remediation professionals (LSRPs) must file an application to determine their eligibility and submit the required application fee. After eligible candidates pass the licensing examination, they become LSRPs. Every three years, LSRPs must apply for renewal and submit a license renewal fee. In addition, each year LSRPs must pay an annual license fee.

The authority for establishing and collecting fees to cover the costs of examining, licensing, and renewing licenses of LSRPs, and for conducting all other services required for oversight of the LSRP program, is in the Site Remediation Reform Act (SRRA) at N.J.S.A. 58:10C-5.g. The identification, description, and methodology for the calculation of fees to support all tasks associated with the Board's duties are set forth at N.J.A.C. 7:26I-3.

The Report identifies the fees calculated for CY 2026 using data from fiscal year (FY) 2024 and FY 2025, and projections for FY 2026, and compares them to the current fees established in the *“Annual Site Remediation Professional Licensing Board Fee Calculation Report-Calendar*

Year 2025” published at 56 N.J.R. 2199(a) on November 4, 2024, to determine if the fees cover the Board’s costs. The calculations in this report are in accordance with the Board Rules, however they differ slightly from previous reports in which data from a single prior fiscal year were used.

**Application Fee**

The application fee covers the Board’s costs to review and evaluate the license applications of prospective LSRPs. The formula for calculating the application fee is defined in the Board Rules at N.J.A.C. 7:26I-3.3. The rule states that the application fee shall be calculated by multiplying the average number of hours required to process and review a license application by the projected hourly salary and overhead costs of Board staff that are processing and reviewing the license applications. As explained above, data for both FY 2024 and FY 2025 are used to calculate this fee.

$$\begin{array}{r} \text{Average Number of Hours to Review Application} \\ \times \text{Projected Hourly Salary \& Overhead of Board Staff Reviewing Applications} \\ \hline \text{Application Fee} \end{array}$$

In FY 2024 and FY 2025, the total combined hours spent reviewing and processing new LSRP applications was 432.45. The total combined number of applications received in FY 2024 and FY 2025 for processing was 109. Therefore, the average number of hours to review applications is the total number of hours spent reviewing applications (432.45), divided by the total number of processed applications (109). The resulting quotient of 3.97 represents the average number of hours to review an application.

	432.45	Total Time Spent Reviewing Applications (hours)
÷	109	Total Number of Applications Reviewed
	<hr/>	
	3.97	Average Number of Hours to Review Application

In FY 2024 and FY 2025, the total combined salary and overhead costs (collectively referred to as “salary”) attributed to the Board for license application processing was \$44,747.78. The total combined hours attributed to the Board for license processing was 432.45 hours. Thus, the FY 2024 and FY 2025 hourly salary of Board staff reviewing applications is calculated by dividing the total salary (\$44,747.78) by the total hours (432.45) attributed to license processing. The resulting quotient of \$103.48 represents the average hourly salary of employees that reviewed applications.

	\$44,747.78	Total Salary Attributed to the Board for License Processing
÷	432.45	Total Hours Attributed to the Board for License Processing
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	\$103.48	Hourly Salary & Overhead of Board Staff Reviewing Applications

Multiplying the calculated average number of hours to review an application (3.97) by the hourly salary number (\$103.48), yields a product of \$410.82, which represents the Application Fee calculated as defined at N.J.A.C. 7:26I-3.3.

	3.97	Average Number of Hours to Review Application
x	\$103.48	Projected Hourly Salary & Overhead of Board Staff Reviewing Applications
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	\$410.82	Application Fee

**Renewal Fee**

The renewal fee covers the Board’s costs to review and evaluate the license renewal applications of current LSRPs. The formula for calculating the renewal fee is defined at N.J.A.C.

7:26I-3.4. The rule states that the renewal fee shall be calculated by multiplying the average number of hours required to process and review a license renewal application by the projected hourly salary and overhead costs of Board staff that are processing and reviewing the license renewal applications.

$$\begin{array}{r}
 \text{Average Number of Hours to Review Renewal Application} \\
 \times \text{ Projected Hourly Salary \& Overhead of Board Staff Reviewing Renewal Applications} \\
 \hline
 \text{Renewal Fee}
 \end{array}$$

In FY 2024 and FY 2025, the total hours spent reviewing and processing LSRP license renewal applications were 825.60. The total number of renewal applications processed was 506. Therefore, the average number of hours to review license renewal applications is calculated by dividing the total number of hours spent reviewing applications (825.60) by the total number of processed applications (506). The resulting quotient of 1.63 represents the average number of hours to review a license renewal application.

$$\begin{array}{r}
 825.60 \quad \text{Total Time Spent Reviewing Renewal Applications} \\
 \div \quad 506 \quad \text{Total Number of Renewal Applications Reviewed} \\
 \hline
 1.63 \quad \text{Average Number of Hours to Review a Renewal Application}
 \end{array}$$

In FY 2024 and FY 2025 the total salary and overhead costs (collectively, “salary”), attributed to the Board for license renewal processing was \$85,546.31. The total hours attributed to the Board for license renewal processing was 825.60 hours. Thus, the FY 2024 and FY 2025 hourly salary of Board staff reviewing license renewal applications is calculated by dividing the total salary (\$85,546.31) by the total hours (825.60) attributed to license renewal processing. The

resulting quotient of \$103.62 represents the average hourly salary of employees to review a license renewal application.

	\$85,546.31	Total Salary Attributed to the Board for License Processing
÷	825.60	Total Hours Attributed to the Board for License Processing
	\$103.62	Hourly Salary & Overhead of Board Staff Reviewing Applications

Multiplying the calculated average number of hours to review a license renewal application (1.63) by the hourly salary number (\$103.62) yields a product of \$168.90, which represents the renewal fee calculated as defined at N.J.A.C. 7:26I-3.4.

	1.63	Average Number of Hours to Review Renewal Application
x	\$103.62	Projected Hourly Salary & Overhead of Board Staff Reviewing Applications
	\$168.90	Renewal Fee

**Annual License Fee**

The annual license fee covers the Board’s costs as set forth in the annual budget after deducting projected collections of Application and Renewal Fees. The formula for calculating the annual license fee is defined at N.J.A.C. 7:26I-3.5. The rule states that the annual license fee shall be calculated by subtracting the projected collection amounts anticipated in the upcoming year from the estimated annual budget and dividing the result by the number of LSRPs holding licenses in the current year.

		Total Estimated Costs (Based on the Annual Budget)
-		Projected Collections Amount from Application and Renewal Fees
		Remaining Costs
÷		Number of Current LSRPs
		Annual License Fee

The total estimated costs, as projected in the FY 2026 Annual Budget, are \$885,216.88.

The projected collections amount is calculated by summing the projected collections from the Application and Renewal Fees. To calculate the projected Application Fee collections, the Application Fee of \$410 is multiplied by the projected number of new applicants. The number of new applicants in the FY 2025 budget is 0. The resulting product of \$0 represents the total Application Fee collections.

	\$410.00	Application Fee
x	0	New Applicants
	\$0	Application Fee Collections

To calculate the projected Renewal Fee collections, the Renewal Fee of \$168 is multiplied by the projected number of renewals. The number of renewals in the FY 2026 budget is 100. The resulting product of \$16,800 represents the total Renewal Fee collections.

	\$168.00	Renewal Fee CY 2024
x	100	Projected Renewals
	\$16,800.00	Total Projected Renewal Fee Collections in FY 2026

The total projected collections amount is thus the sum of the Application Fee collections (\$0), and the Renewal Fee collections (\$16,800.00).

	0	Application Fee Collections
+	\$16,800.00	Renewal Fee Collections
	\$16,800.00	Total Projected Collection Amounts

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The total number of LSRPs for the FY 2025 Budget is estimated at 674.

The formula for calculating the annual license fee is defined at N.J.A.C. 7:26I-3.5. The rule states that the annual fee shall be calculated by subtracting the projected Application Fee and Renewal Fee collection amounts anticipated in the upcoming year (\$16,800.00) from the Board's estimated costs as set forth in the annual budget (\$885,216.88) and dividing the result by the number of LSRPs holding licenses in the current year, which is expected to be 674.

\$885,216.88	Total Estimated Costs (Based on the Annual Budget)
- \$16,800.00	Projected Collections Amount from Application and Renewal Fees
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\$868,416.88	Remaining Costs
÷ 674	Number of Current LSRPs
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\$1,288.45	Annual License Fee

**Conclusion - Board Fees for CY 2025**

The Board Rules require that each calendar year the Board recalculate the application fee, renewal fee, and annual license fee using the formula found at N.J.A.C. 7:26I-3, specifically 7:26I-3.3(a), 3.4(a), and 3.5(a). The table below provides the "Calculated Fee for CY 2026" and compares that to the current Board fees as listed in the "Final Fee for CY 2025" column and established in the "*Annual Site Remediation Professional Licensing Board Fee Calculation Report-Calendar Year 2025*" published at 56 N.J.R. 2199(a) on November 4, 2024. The Board's recommended fees for CY 2026 are provided in the "Final Fee for CY 2026" column.

The calculated CY 2026 application fee is \$410.00, which is higher than the existing fee of \$366.00. The Board has determined that the annual carry-forward is sufficient to support a determination pursuant to N.J.A.C. 7:26I-3.3(a) that the current fee will cover the Board's costs

for FY 2026; therefore, the application fees due in CY 2025 will remain at the existing level of \$366.

The calculated CY 2026 license renewal fee of \$168.00 is higher than the existing fee of \$150.00. The Board has determined that the annual carry-forward is sufficient to support a determination pursuant to N.J.A.C. 7:26I-3.4(a) that the current fee will cover the Board’s costs for FY 2026; therefore, the license renewals fees due in CY 2026 will remain at the existing level of \$150.00.

The calculated CY 2026 annual license fee is \$1,288.45, which is higher than the existing fee of \$990.00. The Board has determined that the annual carry-forward is sufficient to support a determination pursuant to N.J.A.C. 7:26I-3.4(a) that the current fee will cover the Board’s costs for FY 2026; therefore, the annual license fees due in CY 2026 will remain at the existing level of \$990.00.

**Comparison of current Board Fees and CY 2026 Fee Calculation**

<b>Activity</b>	<b>Final Fee for CY 2025</b>	<b>Calculated Fee for CY 2026</b>	<b>Final Fee for CY 2026</b>
Application Fee	\$366	\$410	\$366
License Renewal Fee	\$150	\$168	\$150
Annual License Fee	\$990	\$1280	\$990

The Board must account for uncertainties in its FY 2026 projections, particularly in the areas of legal support (which varies substantially year to year) and potential litigation costs and providing the licensing examination for eligible applicants. The Board does so through a Projected FY 2026 Carry-Forward line item in the annual budget.

While the application fee formula and renewal license fee formula result in calculations above the existing fees, the Board has determined that in consideration of the Carry-Forward line item, the fees listed in the “Final Fee for CY 2026” column are adequate to cover the Board’s costs. These fees are summarized below.

Fees due in CY 2026 will be as follows:

Application Fee: \$366

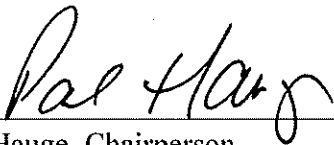
Renewal Fee: \$150

Annual License Fee: \$990

In conclusion, the Board has determined, using the formula specified in the Board Rules, that the fees will remain unchanged.

This report has been posted on the Board’s website at [www.nj.gov/l srpboard](http://www.nj.gov/l srpboard).

Date: September 12, 2025

  
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Paul Hauge, Chairperson  
Site Remediation Professional Licensing Board