

## New Required Item Checklist (PC1)

The Buildings Department revised the Required Items Checklist for Professional Certification (PC1) to include additional tax abatement requirements. The revised form must be used to receive tax abatements for the installation of a green roof and/or solar electric generating system.

The following are added to the PC1:

- **PTA3: Tax Abatement Eligibility Approval**

The PTA3 is required prior to sign-off for Alt 2 applications whenever the PTA3 Green Roof Tax Abatement Application is selected for work related to the installation of a green roof. To satisfy this item, at the time of construction sign-off, submit the PTA3 form (Property Tax Abatement Application and Agreement for the Installation of a Green Roof). The Department will verify and approve eligibility of the PTA3 application. Failure to submit the PTA3 form at the same time as request for signoff may result in the denial of the property tax abatement per 1 RCNY § 105-01. This new eligibility required item must be checked off in addition to the PTA3 Green Roof Tax Abatement Application item.

- **PTA4: Tax Abatement Eligibility Approval**

The PTA 4 is required prior to sign-off for Alt 2 applications whenever the PTA4 Solar Tax Abatement Application is selected for work related to the installation of a solar electric generating system. To satisfy this item, at the time of construction sign-off, submit PTA4 form (Property Tax Abatement Application and Agreement for Solar Electric Generating System). The Department will verify and approve eligibility of the PTA4 application. Failure to submit the PTA4 form at the same time as request for signoff may result in the denial of the property tax abatement per 1 RCNY § 105-02. This new eligibility required item must be checked off in addition to the PTA4 Solar Panel Abatement Application Item.

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