



Instructions for Form RP-575

Annual Report for Electric Generating Facilities

General information

Beginning January 1, 2020, Real Property Tax Law § 575-a establishes reporting requirements for owners of certain electric generating facilities in New York State (NYS). Owners of these facilities **must** file Form RP-575, *Annual Report for Electric Generating Facilities*, annually with the Office of Real Property Tax Services (ORPTS). The information supplied in these reports is used to calculate appraisals used in the equalization of levies between taxing jurisdictions. Advisory appraisals may also be provided to local governments throughout New York State for their consideration in making property tax assessments.

Who must file Form RP-575

Owners of single electric generating facilities (or multiple electric generating facilities located on the same site) located in NYS with nameplate capacity of one megawatt (MW) or more **must** file Form RP-575.

Who is exempt from filing Form RP-575

Electric generating facilities located in New York City that file Real Property Income and Expense (RPIE) statements with the New York City Department of Finance are not required to file Form RP-575. Electric generating facilities with nameplate capacity less than one MW are also not required to file Form RP-575.

Where to file

Mail a completed Form RP-575 to:

**NYS TAX DEPARTMENT
UTILITY ADVISORY APPRAISAL TEAM
VALUATION SERVICES BUREAU
W A HARRIMAN CAMPUS
ALBANY NY 12227-0801**

Private delivery services – See Publication 55, *Designated Private Delivery Services*.

When to file

You must file Form RP-575 with ORPTS by April 30 each year. ORPTS must supply the products it generates from these reports to municipalities by their tentative assessment roll dates.

Reporting period

The reporting period for Form RP-575 is the calendar year, January 1 through December 31, that precedes the due date of April 30.

Penalty for failure to file

If Form RP-575 is not filed timely, Real Property Tax Law § 575-a imposes a fine:

- of up to \$10,000 for every failure to file, and
- the additional sum of up to \$1,000 for every day the failure to file continues.

Note: You must file Form RP-575 **in addition to** other mandatory filings made with other regulatory agencies.

Line instructions

Advisory appraisal contact information

Advisory appraisals are provided, upon request, to municipalities conducting reassessments. A courtesy copy is provided to the owner of the subject property. After the advisory appraisal is

issued, there is a 14-day comment period during which either the property owner or the municipality may submit additional information. ORPTS will evaluate the newly-provided information and decide if the advisory appraisal should be revised.

Part 1 – Plant production

Line 3 – Providing a heat rate will help the appraiser to determine if additional obsolescence is warranted for older construction thermal generators versus comparable new construction.

Part 2 – Plant revenue

Line 18 – Enter any revenue from the sale of renewable energy credits (RECs), whether received directly or indirectly, or by market bilateral agreement.

Line 20 – If the facility receives revenue from any other source (rent payments, sales of other products like steam), describe the source on the line provided. Enter the revenue amount in the entry field.

Part 3 – Plant expenses

Line 23 – Enter the expenses related to the operation and maintenance of the facility, including the facility's structures and major components. **Do not include** capital expenditures, such as major replacements, modernizations, or renovations, on line 23.

Line 24 – Enter the expenses for professional services related to the operation of this facility. If professional services are provided to multiple facilities, estimate the portion of costs attributable to this facility.

Line 26 – Enter the amount of any management fees incurred for this facility. These fees are includable whether the management is provided by contract or by the owner. If management services are provided to multiple facilities, estimate the portion of costs attributable to this facility.

Line 28 – If the facility is required to purchase pollution allowances, including carbon dioxide (CO₂), sulfur dioxide (SO₂), and nitrogen oxides (NO_x), enter the amount.

Line 33 – Describe any other expenses associated with the operation of this facility, using the line provided. Enter the expense amount in the entry field.

Part 4 – Renewables – Specific items

Respond to these questions where applicable.

Only solar and wind projects should report lease information.

Part 5 – Capital expenditures and physical plant additions, retirements, and changes

Capital expenditures are investments that:

- are made to improve an asset,
- are not part of typical maintenance,
- do not recur annually, and
- include new construction, major refurbishments, or demolition of a portion of the site.

Line 53 – Describe any changes to the facility during the reporting period made through:

- new additions,
- improvements,

- demolition, or
- retirements

using the line provided. Enter the related expenditure amount in the entry field.

Line 54 – Describe any major replacement or refurbishment of existing capacity, features, or structures at the facility during the reporting period. Enter the related expenditure amount in the entry field.

Line 56 – If applicable, describe any functional or economic difficulties that will prevent the facility from operating at its expected capacity.

Part 6 – Excludable assets

Line 60 – Enter the business value of documents that are necessary to facility operations (for example, procedures, manuals, computer software, or drawings).

Line 61 – Enter the value of personal property located at the facility, including any moveable equipment or machinery, as well as vehicles. Fuel stocks are categorized separately on line 57.

Part 7 – Real property purchase or sale agreements

If the ownership of this facility has been transferred during the past 12 months, either by the transfer of the facility itself or by the transfer of a controlling interest in the entity that owned the facility, provide the requested information.

Sale date – Enter the date the facility or its controlling interest was transferred to its new owner.

Condition at sale – Provide a general estimate of the condition of the facility at the time of sale. If the facility is in below average condition, provide information about repair costs on line 47.

Line 65 – Enter the total consideration applicable to the transfer in ownership.

Line 66 – Provide the estimated value of real property included in the sale price, including any structures, dams, turbines, generators or other affixed machinery, and the underlying land value.

Line 67 – Provide the estimated value of the personal property included in the sale price, including any fuel stock, moveable equipment or machinery, and vehicles.

Line 68 – Provide the estimated cost of any significant repairs (capital expenditures) at the time of sale, including all costs necessary to repair or refurbish the facility to a normal operating condition. This information must be supplied if the condition at sale is rated below average. These costs may be verified at a later date.

Freedom of Information Law (FOIL), Request for protection from disclosure

The facility owner may request that the information submitted in this report be excepted from disclosure under FOIL by marking an **X** in the box. The owner must submit a written statement in support of its position upon request by the Tax Department. Failure to timely submit a written statement upon request by the Tax Department may result in the denial of a FOIL exception and disclosure of the reported information. The company is responsible for ensuring that up-to-date contact information for the company is provided to ORPTS.

Privacy notification – New York State Law requires all government agencies that maintain a system of records to provide notification of the legal authority for any request for personal information, the principal purpose(s) for which the

information is to be collected, and where it will be maintained. To view this information, visit our website at www.tax.ny.gov, or, if you do not have Internet access, call and request Publication 54, *Privacy Notification*.
