§ 504. Preparation of assessment roll. 1. The commissioner shall adopt rules and regulations for the preparation and use of the assessment roll and shall advise with and instruct assessors and other officers as to their duties with respect thereto. The assessors shall prepare the roll in the form prescribed or approved by the commissioner and in accordance with the rules and regulations adopted by such commissioner relative thereto.

2. (a) Except in special assessing units, where a parcel separately assessed for general municipal purposes lies partly within a special district the portion within such special district shall be separately assessed for special district purposes.

(b) In a special assessing unit, where a parcel separately assessed for general municipal purposes lies partly within a special district, school district or village, the portion within each such special district, school district or village shall be separately assessed for special district, school district or village purposes, as the case may be.

3. Real property of a railroad company which has elected to have the provisions of title two-a of article four of this chapter apply to such company shall be assessed in accordance with the provisions of section four hundred eighty-nine-c of this chapter.

4. Whenever a map is filed with a county clerk, pursuant to article nine of the real property law, subdividing a tract of land, the assessor shall enter each lot on that map as a separate parcel on the next tentative assessment roll, unless the assessor determines the separate assessment of one or more lots to be impracticable.

5. Prior to filing the tentative assessment roll in accordance with the provisions of section five hundred six of this title, the assessor may correct any erroneous entries on such roll by making such changes as may be necessary and by executing a verified list of such corrections and filing such list at the same time as the tentative roll is filed. The assessor shall, at the same time, forward a copy of the verified list of corrections to the county director of real property tax

services. Any corrections of erroneous entries shall be of no force or effect unless such corrections are included on the verified list of corrections and the duplicate copy of such list filed with the county director of real property tax services.

5-a. Notwithstanding any other provision of the law, real property owned by a homeowners' association may be separately assessed to that association or may be incorporated in the assessments of the parcels of the members of that association. Whenever any real property is so incorporated, the inventory maintained for each parcel shall describe how the value of that real property has been incorporated in the assessment of such parcel.

6. If in the preparation of the roll an error or omission is made in the description of a parcel of real property or in entering or failing to enter the name of the owner, last known owner or reputed owner, such error or omission shall not prevent the levy, collection and enforcement of the payment of the taxes thereon if the parcel can be identified and located with reasonable certainty.