

# Building Escrow Application

Property Address: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Person/Company <u>paying</u> the escrow	Person/Company <u>receiving</u> returned escrow
Name: _____	<input type="checkbox"/> Same as person/company who paid the escrow
Company: _____	Name: _____
Phone: _____	Company: _____
Mailing address: _____	Phone: _____
_____	Mailing Address: _____
Email: _____	_____
_____	Email: _____

### Escrow Requirement

The City recognizes that during winter months and early spring it is sometimes difficult to meet the requirements for driveways, landscaping, and installation of septic systems and retaining walls. The City will issue a Certificate of Occupancy even if the driveway or landscaping is not finished; however, the property owner is required to complete this application and pay for the escrow amounts as outlined below.

Escrow Type	Escrow Amount	What is required
<b>Driveway Escrow</b>	\$1,800	75 feet of bituminous or concrete surface
<b>Landscaping Escrow</b>	125% of estimated landscaping costs, estimate for the work must be submitted	Trees and sod/seeding as required in front yard
<b>Septic Escrow</b>	125% of estimated septic installation costs. Property owner is required to provide the City with a design and estimate for the installation	Septic system that is up-to-code and capable of handling the amount of bedrooms and bathrooms of the home
<b>Retaining Wall</b>	125% of estimated costs, estimate for the work must be submitted	

### Required Info

**Who will be doing the work:**      Contractor      Homeowner      Other: \_\_\_\_\_

**Circle any that apply:**      driveway      landscaping      septic      retaining wall  
    \$1,800      \$\_\_\_\_\_      \$\_\_\_\_\_      \$\_\_\_\_\_

**Total amount put in escrow:** \$ \_\_\_\_\_

**The deadline for completed work is set for (East Bethel staff only):** \_\_\_\_\_

Work must be completed by this date or you are authorizing the City to have the right to use the money set aside for escrow to complete the work themselves. Escrow will be returned once the work has been completed and is inspected by the City Official.

Escrow Payee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Community Development Staff: \_\_\_\_\_ Date: \_\_\_\_\_