

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
Driveway Escrow	\$1,800	75 feet of bituminous or concrete surface
Landscaping Escrow	\$1,500	Trees and sod/seeding as required in front yard
Septic Escrow	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
Retaining Wall	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 \$1,800	landscaping \$1,500	septic \$ _____	retaining wall \$ _____
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: _____