



**BUILDING DEPARTMENT
ESCROW AGREEMENT
(Bank Held)**

Escrow agreement between the city of Lino Lakes and _____ (seller or buyer) mailing address: _____, for the following uncompleted work at _____, Lino Lakes, Minnesota, building permit number _____.

_____ \$1,000.00 - Driveway*	_____ \$1,000.00 - Stucco* (final coat only)
_____ \$1,000.00 - Exterior Concrete*	_____ \$1,000.00 - Garage Floor*
_____ \$2,500.00 - Landscaping	_____ \$1,000.00 - Permanent Front Entry*
_____ \$1,000.00 - As-Built Survey*	_____ \$_____ - Other _____

* The only time this work may be escrowed for is during the winter months.

See page 2 for description of each escrow item

A temporary certificate of occupancy shall be issued only after the City receives the funds listed in this agreement. The money held by the City of Lino Lakes shall be released to the party stated in this agreement upon verification by the City that the work referenced has been satisfactorily completed (within 30 days of verification of the work being completed). A final certificate of occupancy shall be issued only after all of the work referenced is completed. The city reserves the right to use these funds to complete the work described herein, if unfinished within six months (weather permitting) after entering into this agreement. If the City completes the items listed above, and costs are in excess of the funds held, they will be assessed to the party responsible for said work. Escrow deposits include a \$100.00 non-refundable administrative fee.

I, _____ of _____, understand the information given above and agree to the conditions contained within.

_____, Date _____
(Signature of party responsible for work listed)

Office Use Only

Received by: _____ Date: _____ Check #: _____
C.C. #: _____

Escrow Descriptions. Escrows shall be held until the applicable items have been completed as follows:

Driveway

- Driveway to be installed per code.
 - Two off street parking spaces must be provided onsite until driveway is completed.

Exterior Concrete

- All required landings, sidewalks, and concrete front entry to be installed per code

Landscaping

- Minimum of 70% ground coverage established per code
 - Perimeter erosion/sediment control must be maintained until ground cover is established.

As-built Survey

- Survey completed and approved

Stucco

- Final coat has been applied per code
 - Weather resistive barrier and lath installed per code

Garage Floor

- Garage floor installed per code

Permanent Front Entry

- Wood front entry installed per code

Other

- As approved and documented by City staff and responsible party.