
VILLAGE BOARD MEETING

From: Chad Pelishek

VILLAGE OF HARRISON

Meeting Date: 4/29/2025

Title: Approval of the New Home Construction Escrow Policy.

Issue: Does the Village Board approve the New Home Construction Escrow Policy?

Background and Additional Information:

The Village has two escrows required for new home construction. The Building Escrow is received as part of the new home building permit process. The escrow is historically used when contractors do not follow the erosion control requirements at the building site such as maintaining a tracking pad, erosion control fencing, silt sock, etc. The building inspector has deducted a penalty against the escrow; however, the amount was not clearly defined. This escrow is typically reimbursed to the permittee after final occupancy is granted.

Likewise, the Grading Escrow is put in place to make sure that final grading and lawn/landscape restoration is done per the plan to elevate future drainage issues. This escrow comes into play when the Final occupancy permit is being issued. Over the past year, the Village has dealt with an increase in broken sidewalks, curb/gutter and no one takes responsibility. By establishing this policy, Village staff will communicate with applicants of the rights the Village has to correct outstanding issues, so they do not become a burden for the village.

Both escrows may be subject to a \$300 penalty for non-compliance. The Building Escrow will be charged by the Building Inspector, whereas, the Grading Escrow, may be charged by the Zoning Administrator, Engineering Technician or Building Inspector.

The policy also includes items that need to be completed by the contractor/homeowner prior to final grading escrow release.

Budget Impacts: None

Recommended Action: Motion to approve the New Home Construction Escrow Policy.

Attachments:

New Home Construction Policy