

ESCROW AGREEMENT FOR PROFESSIONAL CONSULTATION FEES

The undersigned does hereby agree to the following:

1. I (we) am (are) the owner(s) of premises located at the street address and identified on the tax maps as noted below, for which an application is being submitted to the Village of Bronxville:
 - * Street Address _____
 - * Section: _____, Block: _____, Lot: _____
2. I understand and agree that there are certain fees for which I am responsible in conjunction with said application.
3. I understand that the Village Board, Planning Board, Zoning Board of Appeals and/or Design Review Board may seek the services of planning, engineering, environmental, legal, or other technical consultants or professionals as deemed necessary by the Board(s) to review my application. I will be responsible for any and all costs incurred by the Village for such consultations and professional opinions at the prevailing hourly rate agreed upon by the Village. Charges made by such consultants shall be in accord with charges usually made for such services in Westchester County. I understand that no employee of the Village or any member of the Village Board, Planning Board, Zoning Board of Appeals or Design Review Board can advise me, in advance, of what the total consulting fees might be.
4. Upon submission of my application, I shall provide a minimum retainer of \$2,500.00 up to a maximum initial amount as required by the Planning Board depending on the scope of proposed work, payable to the Village of Bronxville, to be held in escrow and applied toward the payment of consulting and professional fees incurred by the Village with regard to my application. When the balance of the escrow account is \$2,500.00 or less, I shall deposit additional retainer funds into the escrow account so that the minimum balance in said account is never less than \$2,500.00. Upon request, the Village shall provide me with a statement indicating expenses incurred and the amount of monies withdrawn from said account.
5. I understand that if I withdraw my application prior to any action being taken by the Village Board, Planning Board, Zoning Board of Appeals or Design Review Committee, I am still responsible for any expenses incurred by the Village with regard to my application prior to such withdrawal.
6. I understand that if at any time the minimum balance in said escrow account falls below \$1,000.00 and is not replenished prior to the next scheduled meeting on the application, the Village Board, Planning Board, Zoning Board of Appeals and/or Design Review Committee may suspend the review of my application and/or the Village Engineer may refuse to issue permits and/or certificates with regard to the premises, unless the Village has been advised by the consultant that no additional charges will accrue.

7. I understand that when it has been determined by the Village that all final charges against the escrow account established for my application have been paid, the remaining balance in the account, if any, shall be returned to the owner.
8. I understand that if there are still outstanding consulting fees relative to my application at the termination of the review process, the Village will pursue all legal options to retrieve such fees.
9. I understand that the imposition of escrow account fees are in addition to, and not in place of, other fee schedules currently in force.
10. All correspondence from the Village regarding the escrow account established for my application shall be addressed to:

Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Phone: _____

Fax: _____

Email: _____

OWNER (signature)

OWNER (signature)

OWNER (print name)

OWNER (print name)

Dated: _____

Dated: _____

Minimum Escrow Deposit Requirements

Schedule of initial deposits required under Article X of the Zoning Code:

A. For subdivisions and residential site plan applications:

Number of Dwelling Units or Lots	Initial Deposit Amount
1 to 4	\$5,000
5 to 25	\$25,000
25 or more	\$25,000 + \$1,000 per unit

B. For nonresidential site plan applications:

(1) Up to and including 2,500 square feet: \$5,000.

(2) More than 2,500 square feet: \$5,000 plus \$2 per square foot.

C. For wireless communication facilities: \$5,000.

D. Other applications to the Village Board, Planning Board, Design Review Committee and/or Zoning Board where the Superintendent of Buildings or Village Engineer determines that professional consultation services will be required: \$2,500.