

Fire Sign, Driveway, and Building/Land Use Procedure:

- Land owner requests application(s) from clerk.
- Application(s) will be sent to requestor, or may be printed from website: townshipofcutler.com

Clerk receives completed application(s), Town of Cutler Fee Calculation Worksheet, and town portion payment, in full, with a check made payable to “Town of Cutler” then presents to the board at the next regular scheduled monthly meeting

Following board approval:

- **Fire Sign** application will be forwarded to Fire Dept.
 - Fire Dept will coordinate with county, order, receive, install signs and invoice town for completed work. Sign invoicing paid by town directly to sign vendor.
- **Driveway** application will be copied and forwarded to the Town Chairman, for review and validation. After review is approved, land owner will be notified and permit issued for landowner to proceed with driveway installation, as per specifications determined.
- **Building/Land Use** applications will be copied, and forwarded to Building Inspector and Assessor. Permit (provided by Building Inspector) sent to land owner, for posting.

Remember the Building Inspector (Jeremy Phillis-General Engineering Company, 608-697-7807 cell) is your Point of Contact for any and all questions once town board has made approval of your application for building. Their fees are to be made directly to them, per their specifications.