



The Kohler Co. Residential Review Committee Submission Requirements

In order to perpetuate the planning concepts and architectural forms originally created by the Kohler Improvement Company in the Village of Kohler, the Kohler Co. Residential Review Committee reviews certain modifications to residential properties to ensure compliance with those original ideas. This effort supports the Village of Kohler as a premium residential community that relies on the continuity of high quality aesthetic in built forms, materials and landscapes to enhance the quality of life. In doing so, the review process ensures that modifications to structures and landscapes are carried out in a manner respectful of the original planned community, architectural aesthetic and property value.

To ensure that deed restrictions and design guidelines, where present, are considered when making residential modifications, please complete the following checklist:

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1. Read your deed language regarding home modifications. If you are not the original homeowner, you will need to obtain a copy of the original deed. One can be obtained from the Sheboygan County Register of Deeds.
 2. In most cases, the deed language requires that Kohler Co. approve plans for structure and hardscape modifications, tree removal, and fences.

Submit plans to: Residential Review Committee Chairman
 Kohler Co.
 Mail Stop 203
 Kohler, WI 53044

The following items should be submitted (These same items are required to be submitted to the Village Plan Commission once the **approval letter** is obtained from Kohler Co.):

- a. Cover letter explaining scope of the project and including homeowner contact information. Please provide name, phone number, address of property for modification, and address for owner communication.
 - b. Copy of the original deed.
 - c. Site plans of existing and proposed to be done by a licensed professional. The site plan must indicate **the first floor elevation of building additions, grades, dimensions to property lines and dimensions to other structures on the property.** For accessory buildings and home additions, additional requirements include **drainage plans** showing locations of downspouts and sump pump discharge as well as a written description showing where the water from the addition will drain and how it will affect the property and neighboring properties.
 - d. Plat of survey prepared by a registered land surveyor. (This can be the same document as the **site plans** as long all of the information is at hand.)
 - e. Drawings of proposed changes with specifications and elevations, if applicable.
 - f. Pictures reflecting not only the areas of the home being impacted, but also including broader views to show the visual impact on adjacent neighbors.
 - g. If the proposed changes involve altering the outside material of a home or adding a new material, samples of the colors and materials should be submitted.
 - h. Completed checklist.
3. You will receive a formal written response to your request after review by the Kohler Co. Residential Review Committee. A copy of this response will also be sent to the Public Works Superintendent, Village of Kohler. Allow 60 days for the review process.

IN A HURRY?! The most prevalent cause for delays in the review process is incomplete submissions. **Make sure your home modification request is complete.** The 60 day review process will not begin without receipt of all items on the checklist.

Questions or concerns regarding this process or the status of your request can be directed to the Senior Secretary for Architecture & Interior Design at (920) 459-1719.