

**Welcome to Willmore Place Condominiums and city communal living!**  
**Below are FAQ's so that you do not have to rummage through pages of bylaws:**

**Where can I obtain all the bylaws:** A complete list of current WPC documents can be accessed at: [www.willmoreplacecondostl.com](http://www.willmoreplacecondostl.com)

**Is the building managed professionally and how do I get my assessment set up:** The association has an agreement with House and Associates to handle our financial side only! The board is on site and this reduces our expense as we are self-managed for many of the issues that must be dealt with on a daily basis. House and Associates will be contacting you on a variety of ways to pay your assessment.

**Insurance:** The association uses State Farm and part of your insurance (for shared common elements) is paid for through the association. All owners must carry the proper insurance for their unit.

**How do I get set up on the remote entry system:** We set up one phone number that can allow or buzz a visitor in. When we gather your contact information, we will ask what number you wish to designate and it can be a cell number if you so desire. Your information will be added and distributed to the other residents in a spread sheet.

**Security and system:** Willmore Place Condos is a secure building and we ask that you not allow anyone in the building you do not know when you are in the vestibule.

**Ownership of units:** WPC is a 100% owner occupied condo and no rentals are allowed of any kind including relatives, Airbnb, or subleases. The ownership group believes this would negate our secure building benefits and bring about an undesirable environment and elements that would be detrimental to the goal of increased property value for all owners.

**Phone and cable:** Currently (2024) ATT or Spectrum are available. No satellite dishes are allowed. Each floor has a maintenance room for Spectrum (please ask a board member for access) but ATT does not require it.

**DECKS:** As of August 2021, each deck has been updated and for the next 10 years (August 2031) is the responsibility of the unit owner to maintain. Only gas grills are allowed and we ask you to purchase a grill mat. This means no charcoal grills or smokers are allowed. Smoking/vaping is allowed on decks.

**Smoking:** WPC is a non-smoking/vaping building for residents and visitors.

**DECORATIONS/PLANTS:** All decorations and plants are up to your discretion on your deck but plants must not dangle past your deck. Personal decorations may be displayed in front of your door but must be limited to the immediate space around your door and cannot prohibit access in the hallway or the unit for safety purposes.

**Noise:** In a communal setting we ask that you be mindful of any/all noise emanating from your unit. We ask that you review the Rules and Regulations on the website about the hours for improvements may be completed as well as how disturbances are dealt with in a condo that has shared walls.

**Animals:** 2 small pets per unit are allowed and the back has been fenced in to assist in dog walking, as well as securing the back area. The back can be accessed on the first floor. Please pick up after your pet and be sure to RE-LOCK the door.

**Visitors, absences and workers:** The board does ask that on extended absences that you make arrangements to have someone run all water functions (faucets, showers, sinks, dishwasher, washing machine and

toilets) to ensure that there are no water or sewer gas leaks through the plumbing. This is recommended to be done every **2 weeks, as we have learned from past unfortunate incidents**. The incentive to do so is based on bylaws stating that any leak that causes damage to another unit or any common area is the sole responsibility to the unit that has the leak.

**Painting & Decorating & Remodeling & Windows/Doors:** Our condo is considered a commercial building by code and requires many projects to have a permit or architectural drawings. The association works with an architect firm and can help in reducing some of your costs and we do ask that you check with the board before doing so as we do have some of the building drawings. Painting of the unit's front door must be white as well as any outward facing window treatments. The windows and patio doors on your deck and unit are the resident's responsibility but we have begun replacing with Pella Windows and architecturally must be continued. In hanging or adhering to walls or patio, please be mindful of the sprinkler heads and system as well as pre-drilling into the cement siding on the decks. No signs of any type may be faced out.

**Trash, parking, garage, and storage:** Our day for trash pickup is Monday (green dumpsters) and unit trash should be in plastic trash bags to reduce the need for cleaning the rolling carts. Recycling (blue dumpsters) are put out on Wednesday and this is for recyclable items, not items you think are recyclable. Boxes are to be broken down to allow for more room. **BULK** items are put out on the 4<sup>th</sup> Monday of the month and can be placed at the curb on the 4<sup>th</sup> Sunday for removal.

**Parking** is allowed in the garage for only one motorized vehicle (multiple cars, bikes, etc. are not allowed) and is not for storage of any items. Each stairwell has bike racks for unit owners & their bikes - nothing motorized can be stored there for safety concerns. The garage

door has a mirror on it and we ask all residents to make sure no one is coming in as you exit and to wait at the top of the driveway before entering to reduce any jams. Ticketing occurs every 3<sup>rd</sup> Monday on our side of the street for cleaning.

Storage of unit owner items is allowed in their storage unit in the garage as well as the supplied shelf in the storage rooms on their floor. Please ask a director if you have not been shown your areas.

**STORM SHELTER/FIRE ALARMS:** We have designated our garage as a storm shelter.

Each unit has a fire alarm and if there is one in the building it will sound in your unit and the hallway. Our meeting point to ensure all residents are accounted for is the front sidewalk. In both cases we ask you to refrain from using the elevator.

**We hope that this is helpful and if you have any questions please just ask and welcome to Willmore Place Condos and hope to see you at our yearly meeting in October.**

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