

Frisco Short Term Rental Information
Woodbridge Inn Condominium Association HOA

Unit Address	400 (for East building) OR 450 (for West building) West Main Street Unit XXX Frisco, CO 80443
Emergency Services Contact Information	<ul style="list-style-type: none"> • All Emergencies: 911 • Frisco Police Department non-emergencies (970) 668-3579, Location: 1 East Main Street, Frisco • St Anthony Summit Medical Center: Emergency Room (970) 668-3300, Location: 340 Peak One Dr. Frisco • Lake Dillon Fire Protection District: (970) 262-5100 301, Location 8th Ave, Frisco
Responsible Agent	Owner name and phone number/email OR Property Agent phone number/email
Town of Frisco Short Term License Number	XXXX
Locations of Fire Extinguisher /Carbon Monoxide detector	List locations of your fire extinguishers
Fire Escape Routes	Stairwells at either end of both buildings and middle of the 400 (East) building
Approved Maximum Occupancy	STRs designate maximum occupancy at 2 occupants per bedroom plus 4 additional occupants OR Less if your unit policy is less than the STR occupancy maximum
Maximum number of parking spaces and locations	One labeled, covered, parking space per unit. Other cars can be parked in outside parking spaces in the Woodbridge Inn parking lot. To exit garage in the larger building, pull hanging cord on driver's side of car, about 1 car length from garage exit door. It will automatically close behind you.
Alternative parking (if any) for extra vehicles	Extra parking is available: 1) the West Main Street "Kayak" Parking Lot is located on the west end of Frisco Main Street beside Woodbridge and is an official overnight lot. This lot is located next to I70/exit 201. 2) the 3rd Avenue and Granite Street Parking Lot is located at the southwest corner of 3rd Avenue and Granite Street. https://www.frisco.gov/departments/police/parking/
Location of trash/recycling containers and the rules for handling	All trash and recycling go in the dumpsters located in the corner between the 2 buildings. NO GLASS or PLASTIC BAGS in recycling. Please see recycling and trash guidelines below.
Snow removal information	Snow plowing will occur once in a 24-hour period if 3 inches of snow has accumulated by 5:00 AM. Snow removal may not clear the areas to bare ground and slippery conditions may prevail following such service,
Noise policies	Quiet hours are observed between 10:00 PM and 8:00 AM. Sound can carry through the floors, walls and ceilings to adjacent units. At any time, sounds should not be unreasonably loud or annoying. No offensive noise, smell or bright lighting should be emitted from a unit.
Pet policies	<ul style="list-style-type: none"> • Two household pets can be held per unit. • Habitual barking, yelping or howling is a nuisance and is not permitted. • Clean up after and leash your dogs (Frisco Ordinance). Dogs must be walked away from the building. • See below dog walking map. <p>OR if you do not allow pets in your unit: This unit does not allow pets</p>
HOA policies	See below Rules and Regulations

Woodbridge Inn Condominium Information Unit XXX

Welcome to Woodbridge Inn Condominiums. Each unit is individually owned and operated. The Condominium's Homeowners Association employs Basic Property Management (BPM), Inc. to manage the building and grounds, but there are no management personnel on-site.

*** This is a NO SMOKING unit.***

Please read through our Unit's Information (below) and the Condominium Association's Rules and Regulations Summary for owners and guests (below) to ensure your stay here is enjoyable and fun for everyone. If you have questions about anything inside the unit, call [owner's name OR responsible agent or rental company + phone number.] For grounds and building issues (including heat in the condo or club house questions) call the Basic Property Management at 970.668.0714. Please identify your unit number and condominium name when calling.

Please do not move furniture – our cleaners cannot move it back.

Before you leave – check out time is **10:00 AM**

- Take all trash to dumpster.
- Place dirty dishes in dishwasher and start.
- Close/lock all windows, lower blinds, leave under-sink bathroom and kitchen cabinets open.
- Set thermostat to 65° November thru May, all the way left June-October.
- Turn off all lights and gas fireplace.
- Lock all outside doors with knob

Keys

Directions for where to find condo keys/codes and where to leave them when checking out.

Garage Ski Locker

Include info about locker access here if you share your garage locker with guests.

Club House – Hours of Operation are 8:00 AM to 10:00 PM

The clubhouse is on the first floor of the larger building; it is the end unit on the right side as you face the building from the parking lot. It has a combination lock – **the combination is found on a magnet on the refrigerator.** It has a hot tub, sauna, game area, and coin operated washers/dryers. Please place the cover on hot tub after use and turn off all clubhouse lights if you are the last to leave.

Gas fireplace

Directions for operating gas fireplace. **TURN OF FIREPLACE WHEN LEAVING THE UNIT.**

Wireless Internet

Router name = woodbridgeXXX Case sensitive password = woodbridgeXXX

If you have problems call Comcast at 855.307.4896

Other information specific to your unit

WOODBIDGE INN CONDOMINIUM ASSOCIATION (WbICA) RULES AND REGULATIONS

Owners are responsible for their guests, tenants, contractors and other services associated with their unit

PARKING

1. Automobiles need to be licensed and operable – permission from the board is required for vehicles parked over 30 days. Automobiles may not be stored on the property.
2. Vehicle length limit is 18.5 feet in both covered and open spaces. No vehicle should block the safe passage through the parking areas.
3. Vehicles can be up to ¾ ton. Vehicles over ¾ ton may not park in the Woodbridge parking lots or garages.
4. 1 vehicle per space. The only exception would be 2 motorcycles in one space.
5. Assigned garage spaces may only be used by the labeled unit. Other unit's spaces may not be used even if empty at the time parking is needed.
6. No trailers, motor homes, campers, boats, semi-tractor trailers, motorcycles on trailers, jet skis, ATV's, snow mobiles or similar vehicles, are allowed on Woodbridge Inn Property.

BUILDING AND GROUNDS

7. Clubhouse hours of operation are 8:00 AM – 10:00 PM.
8. No offensive noise, smell or bright lighting should be emitted from a unit.
9. Quiet hours are observed between 10:00 PM and 8:00 AM. Sounds should never be unreasonably loud or annoying.
10. No external sound system, TV or speakers are allowed on the decks.
11. Satellite dishes or antennas are not permitted.
12. There is no storage allowed on porches, patios, deck, stairwells, walkways, garages, parking lot and driveways. All areas need to be kept in a safe and sanitary condition; no garbage, fire hazards, health risks or unsightly objects are allowed in these areas. Walkways across the front of the building must be kept clear at all times.
13. Garbage and recycling need to be immediately disposed of in the dumpster; it must not sit on decks or patios or in garages at any time. Boxes must be broken down before being placed in the dumpsters.
14. No immoral, improper, offensive or unlawful use shall be permitted in a unit.
15. Seasonal decorations are allowed for less than 30 days.

PETS

16. Two household pets can be held per unit.
17. Habitual barking, yelping or howling is a nuisance and is not permitted.
18. Clean up after and leash your dogs (Frisco Ordinance). Dogs must be walked away from the building.

UNIT MAINTENANCE AND IMPROVEMENTS

19. Interior home improvements must abide by city code, and exterior changes need permission of the Board of Managers. It is suggested that changes to the interior be done by licensed, insured workmen. Problems arising from units, such as water leaks, that cause damage to surrounding units, are the responsibility of the homeowner of the unit where the malfunction occurred. Interior changes requiring a connection to existing systems (water, electricity) requires property management to notify building residents about system shutdowns and must be coordinated through them.
20. Exterior changes require board approval and must match the general color scheme (outside walls, windows, doors, and frames) as well as the style of doors, windows and building. A description, in lay language, is required, so the board can determine whether the exterior changes match the current exterior features. Include current pictures of the outside of your unit of the areas where the change is proposed, as well as pictures or diagrams of the changes you want to make. Include an impact statement of the changes to the building. The Board does not need the *contract* for the work unless it describes or pictures the actual work to be done. Board approval is for the physical appearance of the work, not the contract. Allow a minimum of 20 days for approval.
21. Construction trailers and equipment may not be on grounds or buildings without prior written Board approval displayed on/in the equipment. Equipment should only be on decks from 8:00 AM to 6:00 PM Monday – Friday.
22. Construction work inside or outside the units must only be undertaken between the hours of 8:00 AM and 6:00 PM Monday to Friday without prior written Board approval, so as to contain noise and disturbance to residents.
23. Allowed signs are the Woodbridge Inn Property Sign, Property Management and Notification Signs, Real Estate "For Sale" and "For Rent" Signs (need to be less than 5 square feet).
24. Owners need to maintain their units in a habitable state and are responsible for repairs within their units and for any damage to surrounding units if a malfunction (such as a water leak) originating from their unit damages other units.
25. Owners are responsible for damage to common elements caused by negligence of their tenants and occupants.
26. All Guidelines for Trash and Recycling must be observed. Owners will be charged for remediation of items incorrectly left on the grounds. Current Trash and Recycling guidelines are available on <http://woodbridgeinn.org/>

ADMINISTRATIVE

27. Owners must furnish the Woodbridge Inn Home Owners Association property manager with a valid mailing address.
28. Violations of Rules, Regulations, Bylaws and Declarations will be subject to the WbICA Notice and Hearing and Enforcement Policy and Procedures.
29. Fines and Lien Proceedings are as outlined in the "WbICA Owners Collection Policy" and "Notice and Hearing and Enforcement Policy and Procedures".
30. An owner's right to vote may be suspended if the owner does not comply with the WbICA documents.
31. All valid laws, ordinances, and regulations of all governmental bodies having jurisdiction shall be observed.

No Waiver of Rights: Failure by the Association to enforce any provision of these Regulations shall in no event be deemed to be a waiver of the right to do so thereafter. Thank you very much for your understanding and supporting the cooperative purpose for which our Homeowners Association was built. The Board of Managers – January 2021

SINGLE STREAM RECYCLING

ALL OF THESE RECYCLABLES CAN GO INTO ONE BIN



#1-#7 PLASTIC BOTTLES
& TUBS



ALUMINUM & TIN CANS
(PLEASE RINSE)



NEWSPAPER, PAPER,
CARDBOARD & PAPERBOARD



MILK & JUICE CARTONS

THESE ITEMS **CANNOT BE RECYCLED** IN SINGLE STREAM RECYCLING BIN:



NO PLASTIC BAGS OR TRASH
Do not put recyclables in plastic bags.



NO GLASS



NO PLASTIC PACKAGING,
WRAP OR FILM



NO PAPER CUPS
OR TO GO CONTAINERS



NO STYROFOAM



NO FOOD WASTE



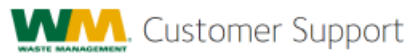
SEPARATE GLASS AND PUT IN TRASH
OR TAKE TO RECYCLING CENTER

NO GLASS IN SINGLE STREAM RECYCLING.

Please - **DO NOT PUT PLASTIC BAGS OR GLASS** in the recycling bin.
If glass or plastic bags are in the bin, the entire bin will be taken to the landfill rather than recycled.

Recycling Center: Peak One Blvd, Frisco - beside Colorado State Patrol building

Waste Management – Unacceptable materials for metal dumpster



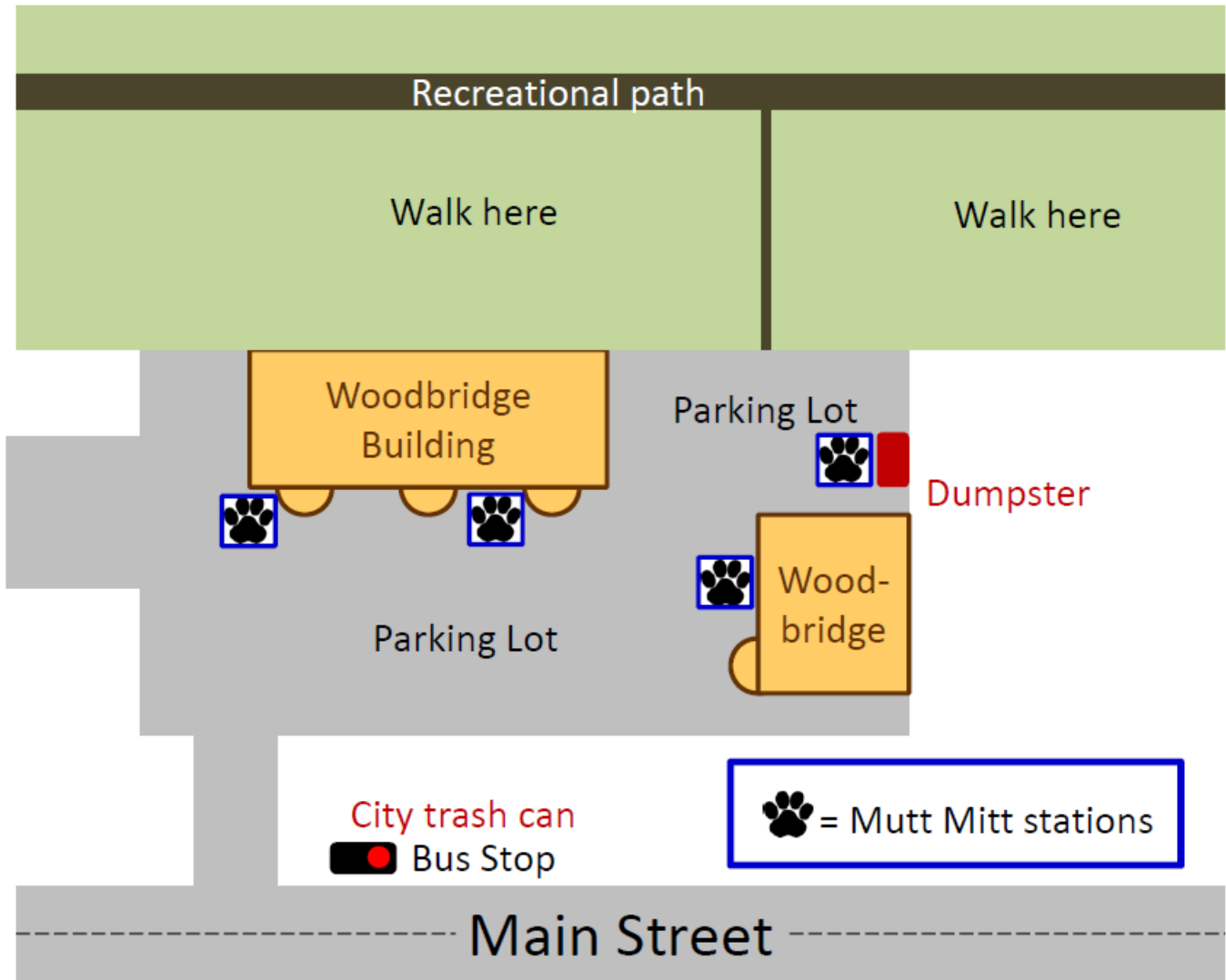
<https://support.wm.com/hc/en-us/articles/115000068191>

- Aerosol cans
- All liquids
- Animals
- Antifreeze
- Appliances
- Asbestos
- Barrels
- Batteries
- BBQs/grills
- Bicycles
- Box springs
- Bricks
- Carpets
- Chairs
- Chemical products
- Computers
- Concrete
- Couches
- Desks
- Dirt
- Doors
- Electronics
- Exercise equipment
- Flammable liquids
- Furniture
- Hazardous waste such as
 - ammunition
 - asbestos
 - batteries
 - chemicals
 - fluorescent light tubes
 - tires
- Herbicides & pesticides
- Industrial waste
- Lawn mowers
- Lead paint chips
- Lubricating/hydraulic oil
- Mattresses
- Medical waste
- Microwaves
- Monitors
- Motor oil
- Oil filters
- Other oils
- Paint (except completely dried latex paint cans, no liquids)
- Patio furniture
- Petroleum-contaminated soil
- Propane tanks
- Radioactive material
- Railroad ties
- Sinks
- Solvents
- Tables
- Televisions
- Tires
- Toilets
- Transmission oil
- Tubs
- Water heaters

For disposal of these items, contact the Summit County Resource Allocation Park (SCRAP) at 970.468.9263 or <http://www.co.summit.co.us/103/Landfill-Recycling>

Location: 639 Landfill Road, two miles north of Keystone, Colorado, 0.2 miles north of U.S. Highway 6.

Please walk your pet away from the building and parking lot



Pick up after your pet summer and winter

Place "mutt mitts" in city trash cans or dumpster