

## HOUSEHOLD RULES FOR THE HOMEOWNERS' ASSOCIATION MORTONSVEJ (FROM NOW ON MENTIONED AS LYNGBY SØPARK)

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*The main purpose of the household rules is to make LYNGBY SØPARK a pleasant place for all to live. Thus, the intention of the household rules is to find an acceptable balance between the many completely or partially opposing interests, found in a condominium.*

*The household rules must be observed by the individual condominium owner (from now on mentioned as the "Resident"). The Resident is responsible for making sure that his/her household, tenant and visitors observe the household rules. Key words for the rules are common sense and mutual respect as well as considerate and responsible behaviour towards the community. These rules are therefore the most important set of regulations for LYNGBY SØPARK.*

### **LYNGBY SØPARK**

This set of rules is applicable for the Homeowners' Association Mortonsvej. The Homeowners' Association consists of 2 blocks of flats on Mortonsvej 32 – 36 and 38 – 42 as well as the underground car park and surrounding common areas.

### **APARTMENTS**

#### *Pets*

Only ordinary pets, such as cats and dogs, are allowed and only one pet per household. Dogs are to be kept on a leash when outside. It is the owner of the pet's responsibility to remove excrements immediately.

Pets must not be a nuisance to other residents, neither indoors or outdoors. In case of problems, the board may instruct the resident to resolve the problem, and if necessary, by having the pet removed. Bull terriers and the like are not permitted.

#### *Business activities*

Please refer to regulations under § 22.3

#### *Balconies*

The following demands apply to the usage of the individual Resident's balcony:

- Flowerpots and the like may not be installed on to the balcony frame/ glass wall.
- Plants and other greenery must be in pots and placed only on the balcony floor.
- Plants including pots must be 2 m high, at the maximum, measured from the balcony floor.
- Only the use of butane-fired grills is permitted.
- It is not permitted to install fixed walls or partitions on the balconies.
- It is not permitted to feed birds etc.
- It is not permitted to use the balconies for storage of e.g. rubbish, indoor furniture or white goods.
- Clothes drying, airing of bed linen, etc. on the balconies must take place on drying racks or from clotheslines no taller than the balcony glass protection. Carpet dusting, shaking of table clothes, etc. must not take place out of windows, but must happen from the balconies and with consideration to neighbours.

- As far as possible, smoking on the balcony should be avoided, however if the occasion should arise, consideration towards the neighbours ought to be taken.

According to the regulations, façade changes are illicit, however the board does accept covering of the balconies' glass protection, provided that the following guidelines are met:

- The cover must be the canvas of the type 'Sattler canvas', Sunmaster's plain-coloured art. 314, colour code: 020 beige (can for example be bought at Neilpryde canvas – [www.neilprydecanvas.dk](http://www.neilprydecanvas.dk))
- The cover must maximum be
  - i. For gable flats – max. 4 glass squares per side, meaning 8 coverable glass squares in total.
  - ii. For other flats – max. 3 coverable glass squares.
- The cover must be fixed with strips or the like, so it is tight and straight.
- If the cover becomes discoloured or ruined, the board can demand it to be removed.

Purchase of cover is at the Resident's own expense.

#### *Alterations, repairs, etc*

Outdoor maintenance as per rule § 18 and indoor maintenance as per rule § 19.

Out of consideration to the joint ventilation system, the cooker hoods may not be exchanged without notifying the board. Moreover, it is not permitted to change or fiddle with the vents in the rooms or bathrooms.

#### *Noise*

It is generally recommended that usage of tools, music systems televisions and the like takes place with due consideration to other residents in manner ensuring that it is not a nuisance.

Noisy behaviour, loud music, musical performance etc. must not take place between 10 pm and 6 am. This rule may be bend in the case of parties if the Resident has duly notified three days in advance with a post on the notice board in one's own staircase.

The use of drills or other noisy equipment may only take place in the hours between 8 am to 8 pm, however on weekends and holidays only from 10 am to 6 pm. Larger work, which may influence other flat residents' supply of water, electricity or heat, must be announced in advance to the Administrator and to the flat residents' that may be affected by it. The Resident must duly notify floor grinding and repairs which may cause nuisance to neighbours with a post on the notice board in one's own staircase at least three days in advance.

### ***BICYCLE AND CAR PARKING***

#### *Car parking in underground car park*

The parking lots in the underground car park are for passenger cars only.

In the underground car park, storage is prohibited, and the lots are to be used only for private purposes, not business related.

It is not allowed to stay, play or skateboard in the garage.

Smoking is not allowed.

### *Car parking on ground level*

Parking of motorcycles and cars of up to 3.500 kg is only allowed on the existing parking lots on the property area. If lots are not found, parking is referred to public streets. Caravans, trailers, unregistered vehicles as well as vehicles above 3.500 kg must not be parked on the property area.

### *Parking of bicycles*

Parking of bicycles has to take place in the bicycle stands either in the underground car park or on ground level. Bicycles must not be locked on to lampposts, trees or placed up against the house walls or the wooden pillars.

The board is entitled to remove unused bicycles, mopeds and prams. Before removal, the board must have notified the residents by attaching a post to the notice board.

## ***DEPOT / CELLAR ROOM***

Each flat has a depot.

Smoking is strictly forbidden in the area.

In deference to installations and piping, the depot owners are to open the depot, on order from the Administrator, so that possible work can be fulfilled.

It is not allowed to store combustible materials or flammable liquids as well as food that can attract pests. Storing of objects in the depot is at one's own risk and the Homeowners' Association cannot be blamed for any loss because of burglary in the depot.

The passageways in the cellar must be kept free at all times. Objects left in the passage will be removed.

The electrical outlets in the depots may not be used for fixed installations, such as fridges or the like.

When leaving the depot make sure that all doors as well as the garage door are securely locked.

## ***STAIRWELLS***

### *Mail boxes*

Residents are obliged to empty the mailbox of their flat regularly. Advertisements, papers, etc. must not be left at the entrances.

### *Nameplates*

All front doors, mailboxes and entry phones must carry homogenous plates. If the name plates need replacement, contact the board. The Resident will be charged an administrative fee for replacement of nameplates.

### *Garbage*

It is not permitted to place garbage in the stairwells. Due to fire risk this also goes for shoes, umbrellas, etc.

Objects such as footwear, benches, bicycles, prams etc. must not be kept in the entrance area or the stairwells due to fire risk.

### *Decorating the stairwells*

Residents may not decorate the walls without the board's acceptance.

### *Behaviour on the stairwells*

It is requested that traffic on the stairs is kept as noiseless and considerate as possible.

Smoking is not permitted.

### *Spare keys*

The keys issued to the Resident are system keys, and spare keys can only be ordered through the Administrator. Expenses in connection with order of spare keys are paid for by the individual Resident.

## **COMMON AREAS**

It is the responsibility of the residents to keep the property firmly locked. This includes ensuring that corridor doors shut and lock properly.

All owners are requested to assist in making the common areas, including stairs and cellars, as pleasant, clean and proper as possible.

Vandalism and theft committed on private objects on the Homeowners' Association's common areas is of no concern to the Homeowners' Association.

It is not permitted to place personal possessions such as tables, chairs, sunshades, etc. on the common areas on a permanent basis.

## **VERMIN**

If a resident discovers vermin on the Homeowners' Association's area, the Resident must at once inform the municipality in case of obligation to report (check the municipality's web page) as well as notifying the board.

It is not permitted to feed birds, cats and other small animals on the Homeowners' Association's area.

If a resident causes vermin on the Homeowners' Association's area, the board may charge the Resident with the pest control.

## **RUBBISH**

It is not permitted to leave or discharge rubbish on the Homeowners' Association's common area.

### *Garbage chutes in the stairwells*

Garbage may only be discarded when packed in plastic bags of max. 15 litres. The chute door must be securely closed after use. Please see the 'how-to-use'-sign attached to each opening.

As any disregard of the rules concerning the use of chutes can easily cause congestion and odour nuisance, it is demanded of the residents that they are very careful with what is discarded in the chutes.

**The following must not be thrown in chutes:**

- Bundles of newspapers, magazines, books, telephone books, etc.
- Glass packaging, bottles, jars, etc.
- Coat hangers, clothes, duvets, etc.
- Cardboard including pizza boxes, cardboard boxes, even if compressed. Pizza boxes can be thrown in if torn to shreds.

If a resident causes congestion in a chute, the board may demand that the Resident pays of any repairs.

***Bulky waste***

Bulky waste such as bottles, papers and cardboard etc. are to be delivered at the recycling centre.

***ADMINISTRATOR***

The administrator of the homeowners' association's contact information is displayed on the association's web page.