



## Welcome to Kolsåstoppen Boligsameie

*A «sameie» = co-ownership is something we own together, and therefore each one of us must contribute to the common good, as well as possible. The board is there to make this happen, and to focus on the full perspective at the same time. Sometimes individual wishes may have to step aside for what is best for all of us. However, with positivity and flexibility, most problems can be solved. In this brochure we have assembled important and practical information which will ensure a pleasant and good living environment for all of us.*

Yours sincerely, Jon Gangdal  
September 2022

## **Parking and access**

All co-owners have their own parking spaces. Most of them are in our garage and the others are outside, next to our garbage- and recycling bins.

There are two parking areas for our guests. They are situated on each side of the footpath up to the blocks of flats.

Those co-owners who have a second car must park this car and/or a trailer in a rented parking spot or in Gabbroveien. It is possible for co-owners to park for a brief time in the small guest area on the right-hand side, but not permanently.

Only emergency services are allowed to drive onto the footpath between the blocks. Those who transport goods can park temporarily on the outside of our two roadblocks to load or unload. A small trolley for transport to the front doors can be found in a storage room next to the entrance of Lillehauger 4.

## **Common areas – storing personal belongings!**

You cannot store personal belongings or garbage in your own parking space in the garage!

It is not allowed to leave anything in the basement hallways outside the personal storage rooms in Lillehauger 1, 3, 5 and 7. These hallways must be kept clear for free passage and access to the stop taps for hot water, due to Health and Safety regulations (**HSE**).

### **Bicycles**

There are numerous storage rooms for bicycles on ground level in LH2-8 and with access from our footpath. Only bicycles and associated equipment are allowed in these storage rooms.

### **Tires**

There are four storage rooms for tires in our garage, and they are shared between LH 1-2, LH 3-4, LH 5-6 and LH 7-8. These are for tires belonging to the owners/renters only, and the stacks of tires must be marked with name- and phone number tags!

## Fire safety

All dwellers must follow **HSE** regulations by having functioning, and enough, smoke detectors, alert systems and fire extinguishing equipment.

A fire hose connected to the main water supply, is by far the best and most effective extinguishing agent!

Dwellers who use, and store, propane equipment indoors must:

- Update knowledge about, and follow, the applicable fire safety regulations
- Make sure that all propane equipment is maintained according to the relevant regulations
- Close the valve on the propane container after each use and install one gas detector for every burner!
- Store the propane container outside in a locked room, when not in use.

## Waste management and recycling

In the upper guest parking area, you will find bins for general waste, food waste, plastics and paper/cardboard.

The bins with black lids for **general waste** (Restavfall) and the brown lidded bins for **food waste** (Matavfall) are emptied weekly.

The bins with blue lids for **plastics** (Plastresirkulering) and the large metal bin for **paper/cardboard** are emptied every fortnight.

We insist that all dwellers are meticulous with **how** they handle and **where** they discard their waste.

### General waste

All general waste must be disposed of in bags without holes, tied shut to prevent liquid spill.

### Food waste

Food waste must be disposed of by using the special degradable green bags only! A storage box is mounted on the side of the garbage shed and is refilled regularly. Tie the bag properly before disposing to avoid spilling and smell! Make sure to not mix food waste with any **plastic or plant materials** !

## Plastic

Use only plastic bags for your recyclable plastic. Recyclable plastic should be clean/rinsed and preferably without paper tags (for optimal recycling).

Polystyrene, foam rubber and doubtful plastic must be deposited in the bin for general waste. Aluminized plastic (like bags for chips) will not be recycled, so throw it with general waste.

## Paper and cardboard

Paper and cardboard must be thrown in the large paper bin, and everything must be pressed/folded out until flat! Do not throw paper which is shiny/plastic coated, like wrapping paper or magazines.

Please avoid throwing aluminized cartons (like those for juice and tomato puree etc.), because these are **not** recycled.

## Glass and metal

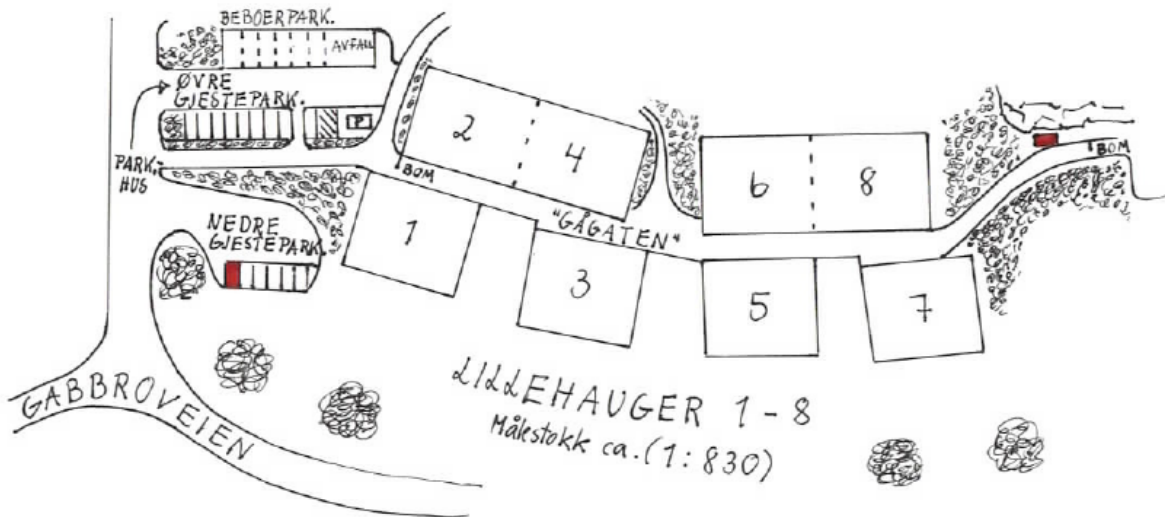
Glass and metal must be thrown in special bins only. They are situated in the upper car park and opposite Kolsås shopping center. Please follow the recycling instructions on the containers.

## Large quantities of waste in connection with purchases or refurbishment

**Our bins are only for ordinary household waste**, so large quantities of waste must be disposed of at **ISI** recycling center or similar facilities.

In connection with major refurbishments, which need the use of large skips, this must be parked in either of the two spots marked red on the map (page 5).

The skip must bear a name tag for the responsible dweller and be emptied/removed as quickly as possible.



*All dwellers must follow the rules for waste disposal and recycling. By doing your part, everyone will be happy and avoid clearing up after other dwellers.*

Ref: Kildesortering Bærum:

<https://www.baerum.kommune.no/tjenester/avfall-og-gjenvinning/kildesortering/>

## **Caretaker- and gardening services**

### **Caretaker services**

We have a contract with Asker og Bærum Vaktmesterkompani AS for different caretaking services in our co-ownership for a couple of hours per week.

Our caretaker has specific tasks and routines connected to the needs of our co-ownership.

Please notify the caretaker by using our website, if you notice anything that needs to be rectified!

### **Gardening services**

Bærum Hageservice maintains our lawns and some shrub beds by mowing and pruning regularly in the season.

### **Snow plowing**

Asker og Bærum vaktmesterkompani is responsible for snow plowing and spreading grit on our footpath during winter season.

### **Stairway cleaning**

Renhold Senter AS is responsible for cleaning the stairways and rugs weekly.

## **Additional information**

### **The board**

There are regular board meetings in our co-ownership and it consists of a leader, 4 board members and 2 deputy members. You will find the list of board names with phone numbers, plus a report from the last meeting, in the glass cupboard in the entrance hall.

### **Responsible for your stairway**

Each stairway has a responsible person (**OTV**) whom you can contact, if you have questions concerning your hall and stairway. A list of names of these contacts is available in the glass cupboard in every hall.

### **Noise**

Please be considerate towards your neighbor when using music equipment and instruments, and keep it quiet after 10 am!

Annoying noise, like drilling, hammering or washing machine spinning, must not occur after 8 am on weekdays.

On Sundays and Holidays no noise is acceptable!

A warning notice for the neighbors must be put up on the board in your hall, containing clear information about the type of work and its duration.

Refurbishment must be notified at least two days in advance!

Remember to add your name, address and phone number.

### **Refurbishment of bathroom – renewal of drains**

The renewal of drains, and upgrading them to relevant standards, is partially covered with kr. 5.000,- incl. "moms" (VAT) after the work is finished.

The owner must employ a listed craftsman, and send a copy of the receipt to the board. Please notify the board before the work starts!

### **«Dugnad» = a working day where the dwellers contribute for free!**

The co-ownership has two "dugnader" per year – Autumn and Spring.

On these two days we dispose of garden material and large amounts of general waste (no electrical equipment is allowed in any of the skips).

### **Kitchen Fan**

You must not link the kitchen fan to the ventilation system of our buildings!

### Gate opener for garage gate

Remote controls for the garage gate can be ordered by the dweller from Sollihøgda Portservice AS. Contact [sollihogdaportservice.no](http://sollihogdaportservice.no) - 901 03 538

The remote control costs kr.550,- per device including delivery. Contact the board for pairing it to the garage gate receiver!

### Labels for doorbell and post box

The board wants the labeling to be uniform, so order them at Låssenteret AS. Contact [lassenteret.no](http://lassenteret.no) - 417 00 045

Give them your address when ordering them, and they will know which size and font you need, and the board will assist in the assembly.

### Tv/internett

The co-ownership has a joint contract for television and internet, which is included in our monthly expenses.

Dwellers may choose to increase the speed for an extra cost.

Equipment such as cable box, internet access point and router belong to the supplier and shall remain in the flat if sold.

### Household pets

The board shall be notified about household pets like dogs and cats.

## The co-ownership`s web page

On [ktbs.no](http://ktbs.no) you will find updated protocols and reports, a contact page to the board and practical information about the property. Social arrangements are posted in the calendar and a newsletter will be sent regularly to every dweller.

### Contact form

If you have any questions, please send the inquiry via the following link:

[ktbs.no/om-kolsastoppen-boligsameie/kontakt/](http://ktbs.no/om-kolsastoppen-boligsameie/kontakt/)