

# NOTICE

This Notice is to inform you that the Cheyenne Housing Authority Board of Commissioners has approved opening the Public Comment Period for a proposed revision to CHA's Waiver for Proper Egress from Basement Windows.

The proposed revision is described as a Lease Addendum, Waiver for Proper Egress from Basement. The proposed Lease Addendum clarifies that in units with basements that do not meet proper egress standards under the current Uniform Building Codes for evacuation purposes, the basement cannot be occupied in any manner, and cannot be used as a living room, play room, exercise room, recreational room, bedroom, workshop or living space of any kind. The basement may only be used for storage or laundry. The proposed Lease Addendum also includes a comprehensive list of items that cannot be stored in the basement.

The proposed Lease Addendum, Waiver for Proper Egress from Basement is available for review on the Cheyenne Housing Authority website at [www.cheyennehousing.org](http://www.cheyennehousing.org) or at the Cheyenne Housing Authority's offices at the following locations.

- 3304 Sheridan Street, Cheyenne, Wyoming.
- 1265 North 3<sup>rd</sup> Street, Laramie, Wyoming.

Comments on the proposed Lease Addendum, Waiver for Proper Egress from Basement are to be submitted in writing (email, US Mail, or hand delivered) to the Cheyenne Housing Authority before 12 NOON Monday April 6, 2026 to:

Greg Hancock

Executive Director

Email: [ghancock@cheyennehousing.org](mailto:ghancock@cheyennehousing.org)

US Mail: P.O. Box 20046, Cheyenne, WY 82003

Hand Delivery: 3304 Sheridan Street, Cheyenne, WY 82009

**LEASE ADDENDUM**  
**WAIVER FOR PROPER EGRESS FROM BASEMENT**

IN CONSIDERATION of being permitted to lease the below referenced property, I hereby for myself, my beneficiaries, heirs, executors, agents, assigns, administrators, and/or personal representatives, and on behalf of any children for whom I am a parent or legal guardian, knowingly and voluntarily enter into this Waiver for Proper Egress from Basement (“Waiver”), and hereby waive any and all rights, claims, causes of action, actions, judgments, damages, costs, expenses, obligations, losses, liabilities, rights, and demands I ever had, now have, or may hereinafter acquire, whether known or unknown and of whatever kind and character, against the Cheyenne Housing Authority and/or its representatives, employees, directors, commissioners, and agents arising from the lack of proper egress from the basement at the property.

I further acknowledge, accept, and understand the basement at the property does not meet proper egress standards under the current Uniform Building Codes for evacuation purposes. Therefore, the basement cannot be occupied in any manner, such as using it for a living room, play room, exercise room, recreational room, bedroom, workshop or a living space of any kind. The basement may only be used for storage or laundry, subject to the restrictions in my lease.

I agree not to store or keep items in the basement that pose unreasonable risks to the health, safety, or welfare of persons or property, such as hazardous or flammable materials of a type or volume inconsistent with routine residential use or that would pose an unreasonable risk; examples include but are not limited to gasoline equipment such as mowers, edgers, trimmers, and generators. I further agree that all stored materials in the basement, except a clothes washer and clothes dryer, will be kept at least four (4) feet away from the furnace and water heater.

Each of the undersigned expressly acknowledges and understands and agrees that

1. Failure to follow the terms of this Waiver could result in property damage, serious injury, and/or death.
2. Using the basement as a living space as described in this Waiver is a material violation of the lease and will result in termination of the lease.
3. Undersigned agrees to indemnify, defend and hold harmless the Cheyenne Housing Authority from any and all claims, demands, liabilities, costs and expenses which include but are not limited to fines, penalties, citations and attorneys’ fees arising out of or resulting from the Undersigned’s use, including use by any third-parties, inconsistent with, contrary to or in violation of this Waiver.

THE UNDERSIGNED HAS CAREFULLY READ THIS WAIVER, UNDERSTANDS IT IS A RELEASE OF LIABILITY, VOLUNTARILY SIGNS, AND FURTHER AGREES THAT NO ORAL REPRESENTATIONS, STATEMENTS, OR INDUCEMENTS APART FROM THE FOREGOING HAVE BEEN MADE.

\_\_\_\_\_  
Tenant Printed Name

\_\_\_\_\_  
Tenant Signature

\_\_\_\_\_  
Tenant Printed Name

\_\_\_\_\_  
Tenant Signature

\_\_\_\_\_  
Property Address

\_\_\_\_\_  
Date