

# City of Sunset Hills, Missouri

## Public Works Department

### MEMORANDUM

To: Planning & Zoning Commission

From: Bryson E. Baker, P.E.  
City Engineer/Public Works Director

Date: July 21, 2021

Re: Acceptance of Private Streets for City Maintenance –Manors of Tapawingo  
City Non-Compliance Report  
Applicant Response to City Non-Compliance Report

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On August 1, 2019, Mr. Bob Flynn, on behalf of the trustees for the Manors of Tapawingo, applied to the City of Sunset Hills requesting the City consider accepting their streets for maintenance by the City.

Per Ordinance 2000, Section 1-2.4(b), City of Sunset Hills, Public Works staff prepared a non-compliance report, including deficiencies that do not comply with Sunset Hills street standards and codes, as well as an annual maintenance cost to the City if the streets are accepted for public maintenance.

According to Ordinance 2000, Section 1-2.4 (c), the applicant should submit detailed engineering plans which specify all necessary improvements required to cure all known/unknown deficiencies and bring the street into full compliance with City standards and codes. The proposed construction plan shall include a complete and accurate cost estimate for all proposed improvements and shall be certified by a licensed and registered design professional.

On March 2, 2021, Colleen Ruiz, attorney for the Manors of Tapawingo, submitted a response via email, detailing the issues the applicant has with the City's deficiency report.

The Public Works Committee reviewed the application, deficiency report and the applicant's response. The response was considered at the Public Works Committee meeting and is now being forwarded to the Planning & Zoning Commission with a negative recommendation from the Public Works Committee. The Planning & Zoning Commission, after review, should evaluate and recommend in favor or against approval of the application to the Board of Alderman for their consideration.

All documents, including the application email, deficiency report, applicant's response and any additional relevant information will be made available for review.

If you have any questions or would like to further discuss, please let me know.