

ORDINANCE NO. 2026-004

**AN ORDINANCE OF THE TOWN OF THOMPSON'S STATION, TENNESSEE TO
AMEND CERTAIN PROVISIONS OF THE LAND DEVELOPMENT ORDINANCE
RELATED TO ESTBLISHING CRITERIA FOR COMPLETE SUBMITTALS**

WHEREAS, Town Staff and the Planning Commission is recommending changes to certain provisions of the Town's Land Development Ordinance ("LDO") to amend various sections throughout the LDO in order to establish criteria for complete submittals; and

WHEREAS, the Planning Commission has reviewed these proposed changes and has recommended that the Board of Mayor and Aldermen adopt the amendments to the LDO as proposed herein; and

WHEREAS, the Board of Mayor and Aldermen has reviewed the Land Development Ordinance and has determined, based upon the recommendations of Town Staff, the Planning Commission, and the record as a whole, that the proposed amendments are consistent with the General Plan, will not have a deleterious effect on the Town, makes improvements to the LDO, and are in the best interest of the Town.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Thompson's Station, Tennessee, as follows:

Section 1. That the Town of Thompson's Station's Land Development Ordinance is hereby amended by adopting the changes as set out in Exhibit A attached hereto and incorporated herein by reference. After final passage, Town Staff is directed to incorporate these changes into an updated, codified Land Development Ordinance document with the date of BOMA approval and said document shall constitute the Zoning Ordinance and Subdivisions Regulations of the Town.

Section 2. If any section or part of the Land Development Ordinance, including any amendments thereto, is determined to be invalid for any reason, such section or part shall be deemed to be a separate and independent provision. All other sections or parts shall remain in full force and effect. If any section or part of the Land Development Ordinance is invalid in one or more of its applications, that section or part shall remain in effect for all other valid applications.

Section 3. This ordinance shall take effect immediately upon the publication of its caption in a newspaper of general circulation after final reading by the Board of Mayor and Aldermen, the public welfare requiring it.

Duly approved and adopted by the Board of Mayor and Aldermen of the Town of Thompson's Station, Tennessee, on the 14th day of April, 2026.



Brian Stover, Mayor

ATTEST:

Regina Fowler

Regina Fowler, Town Recorder

Passed First Reading: 3-10-2026

Passed Second Reading: 4-14-2026

Submitted to Public Hearing on the 14th, at 6:00PM ^(A) 7:00 p.m., after being advertised in the *Williamson Herald* Newspaper on the 19 day of March, 2026.

Recommended for approval by the Planning Commission on February 24, 2026.

APPROVED AS TO FORM AND LEGALITY:

[Signature]
Town Attorney

EXHIBIT "A"

Words noted with a ~~strikethrough~~ are to be deleted and words in red text includes new language to be added.

Section 1.3 Definitions- add definition for clarity

Add the following term and definition:

Complete Application: a comprehensive submittal and indication of the fulfillment of the minimum standards and requirements for any Project Type application enabled by the LDO. This includes criteria established by Section 2.4 and as listed in each Land Development Manual Checklist for each Project Type. This includes, but is not limited to, all fees, signed and sealed plans/plats, exhibits, supporting studies, utility capacity confirmations and other materials as specified by the LDO, the LDM, or Town Staff, in writing, during the pre-application process.

Section 2.2.3 (c) Complete Application Determination to amend the section by adding specific criteria:

2.2.3(c) Complete Application Determination

Any submittal shall only be deemed a Complete Application, as specifically defined by this Ordinance, after a confirmation review by Town Staff of the specific criteria listed in this subsection. Town Staff shall only initiate the review and processing of applications submitted under this Ordinance if such application is complete as outlined below ~~in the Land Development Manual and as determined by Town Staff~~. A Complete Application determination shall function as indication of formal acceptance of Substantial Compliance with this Ordinance for vesting purposes and as per Tenn. Code Ann. § 13-4-310.

To be deemed a Complete Application, all submittals shall include and provide, at a minimum:

- a) Payment in full of all application fees.
- b) Completed Owner Affidavit.
- c) All required plans/plat sheets signed and sealed by the appropriate licensed professional by the State of Tennessee.
- d) Any required exhibits, supporting studies, and/or plans required to meet the minimum standards of the LDO.
- e) Confirmation of Water Capacity.
- f) Confirmation of Wastewater Capacity or alternative means of wastewater disposal. For Town-issued Wastewater Capacity, this means an approved MOU, or equivalent, for an on-site system or an approved Wastewater Reservation Agreement.
- g) Confirmation of Electric Service.

Section 2.4.4 Planned Development Plan to clarify separation between the formal application of a PDP and any appearances at a Neighborhood Meeting and/or a Joint Workshop with TSPC and BOMA

2.4.4 Planned Development Plan Procedure (f)(ii) Step 2- Neighborhood Meeting

(c) Any application of or appearance at a Neighborhood Meeting shall not be considered part of a pending PDP application for any review and determination of a Complete Application determination for vesting purposes per LDO Section 2.4.4(k).

2.4.4 Planned Development Plan Procedure (f)(iii) Step 3- Joint Workshop with TSPC and BOMA
The applicant shall present their project at an informal public conceptual project workshop with the TSPC and BOMA. Town Staff shall schedule the workshop. The applicant shall provide Town Staff with a brief overview of the project (existing conditions, project size, project scope, open space, development intent, etc). The TSPC and BOMA may offer the applicant initial, informal reaction to the project plans. These comments shall be advisory only and shall in no manner commit or bind the TSPC or BOMA to any proposal or element thereof. Any application of or appearance at a Joint Workshop shall not be considered part of a pending PDP application for any review and determination of a Complete Application for vesting purposes per LDO Section 2.4.4(k).