



TIA Process

1. Developer to submit *TIA Request Form*, *Site Plan* and \$5,000.00 scoping check to begin the TIA Scoping process
 - a. Waxhaw creates PO for the project using *TIA Request Form* as documentation.
2. Scoping meeting held within two weeks of receipt of the TIA with Developer, Waxhaw, Kimley-Horn, and NCDOT to determine TIA Scope and cost of the TIA.
3. The Developer and Town will execute the Scoping Document after NCDOT approval. The Developer will submit a check for the additional funds to complete the TIA. Once Scoping Document is executed and funds received, Kimley-Horn can begin work on the TIA
 - a. Additional funds will be invoiced to the Developer and once funds are received, an additional PO will be created.
4. Kimley-Horn develops the TIA and NCDOT review. 2-3 months
5. Waxhaw develops a Traffic Mitigation Agreement between the Town and the Developer
 - a. Draft TMA will be established upon TIA approval, and approved TMA must be in place prior to construction plan approval.
6. Once the TIA is finalized, the PO is closed
 - b. Any remaining funds will be refunded to the Developer.