

**PRIVATE IMPROVEMENT IN PUBLIC ROW PERMIT (PIP)  
FACILITY LAYOUT PLAN**

The Facility Layout Plan is a required attachment in eTRAKiT with your PIP application. All of the following must be included in the plan:

- Location, identification, and dimensions of ROW and pavement edge/curb.
- Location of all proposed improvements.
- Location of all public utilities (existing) – dimensioned from right-of-way or back of curb, material, and size.
- A signage plan – include dimensions of sign(s), location from back of curb, materials, and elevation drawing (if applicable).
- Drainage and/or erosion control plan (if applicable).
- Proposed water way alterations with supporting drainage report (if applicable).
- Landscape plan showing the location and type of plantings – existing and proposed, both common names and scientific (if applicable).
- The cost estimate for relocating any public facilities associated with the work (if applicable).
- An electrical plan (if applicable).
- Sealed irrigation / plumbing plan (if applicable).
- Sealed structural plan showing details with anchoring, attachment, and material description (if applicable).
- Private utility plan – dimensioned from right-of-way or back or curb, material and size (if applicable).