

Premises plans requirements

A plan of the premises will have to be submitted with every application for a premises licence. Unless previously agreed with the relevant licensing authority in writing that an alternative scale plan is acceptable, the plan should be drawn in standard scale (1 millimetre represents 100 millimetres).

The plan will need to show:

- the boundary of the building, if relevant, and any external and internal walls of the building and, if different, the perimeter of the premises
- points of access and exits from the premises, and the location of escape routes if different
- where the premises are to be used for more than one licensable activity, the area within the premises used for each activity
- fixed structures (including furniture) or similar objects temporarily in a fixed location (but not furniture) which may impact on exits and escape routes
- the location and height of any stage or raised area or area relative to the floor
- any steps, stairs, elevators or lifts
- any room or rooms containing public conveniences
- the location of a kitchen, if any, on the premises.

The plan may include symbols to illustrate such matters, and a key to explain them.

The requirements for your specific premises will need to be considered. Please seek advice from one of our legal advisors. Call us on {gv_telephone} or complete the form on our website for more information.

How we can help?

Call us on **01277 631 811** or complete the form on our [website](#) for more information.