

The Regulations state that the plan must show the following:-

1. The extent of the boundary of the building, if relevant, and any external and internal walls of the building and, if, different, the perimeter of the premise. Please place a thick red line around the whole area to be licensed including any garden or patios.
2. The location of points of access to and egress from the premise.
3. If different from (2) the location of escape routes from the premises.
4. In a case where the premises is used for more than one existing licensable activity, the area within the premises used for each activity.
5. In a case where an existing licensable activity relates to the supply of alcohol, the location or locations on the premise which are used for consumption of alcohol.
6. Fixed structures (including furniture) or similar objects temporarily in a fixed location or locations on the premises which is or are used for consumption of alcohol
7. In a case where the premises include a stage or raised area, the location and height of each stage or area relative to the floor.
8. In a case where the premise includes any steps, stairs elevators or lifts, the location of the steps, stairs, elevators or lifts.
9. In a case where the premises includes any room or rooms containing public conveniences, the location of the room or rooms.
10. The location of Fire extinguishers and any other Fire safety equipment.
11. The location of a kitchen, if any, on the premises.
12. External 'Smoking Areas' and beer gardens/patios.
13. CCTV. Position of cameras both internally and externally.

The plan may be illustrated by the use of symbols on the plan with an appropriate key.