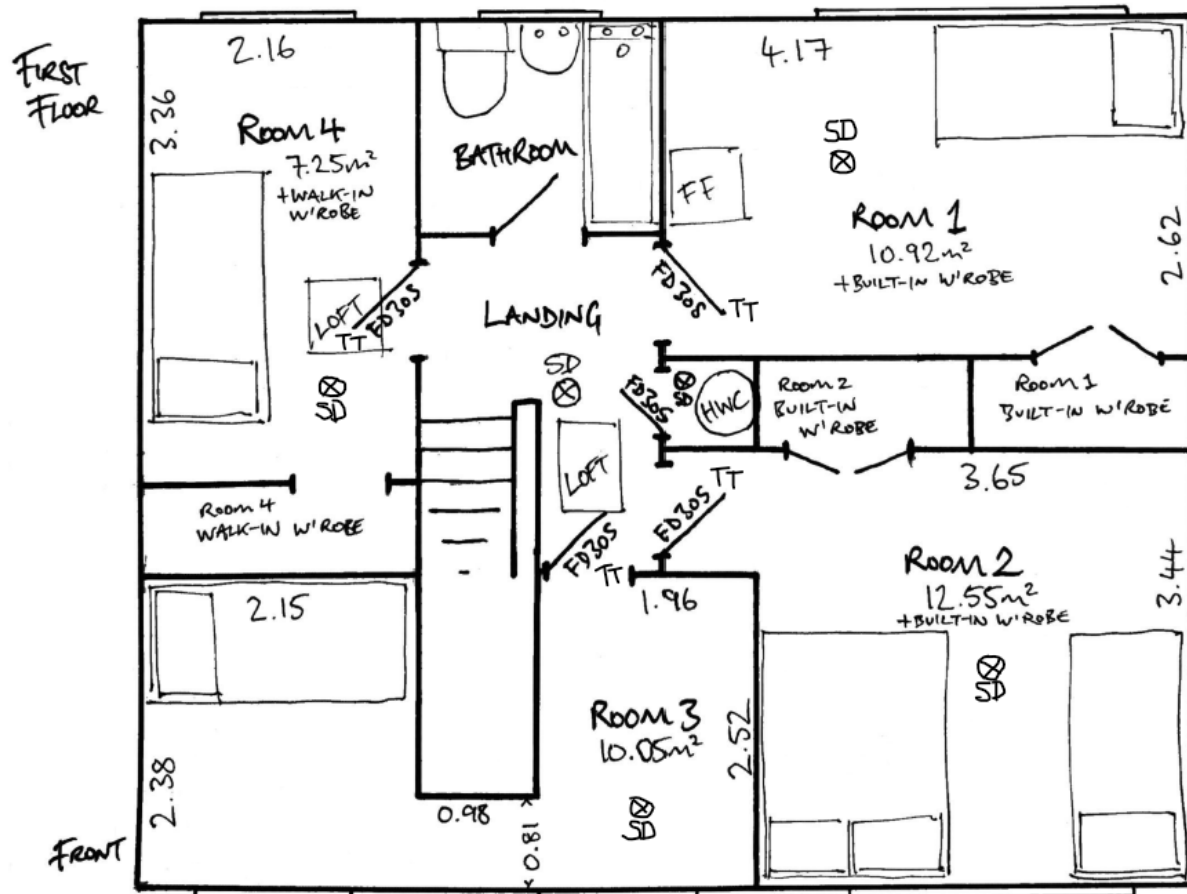
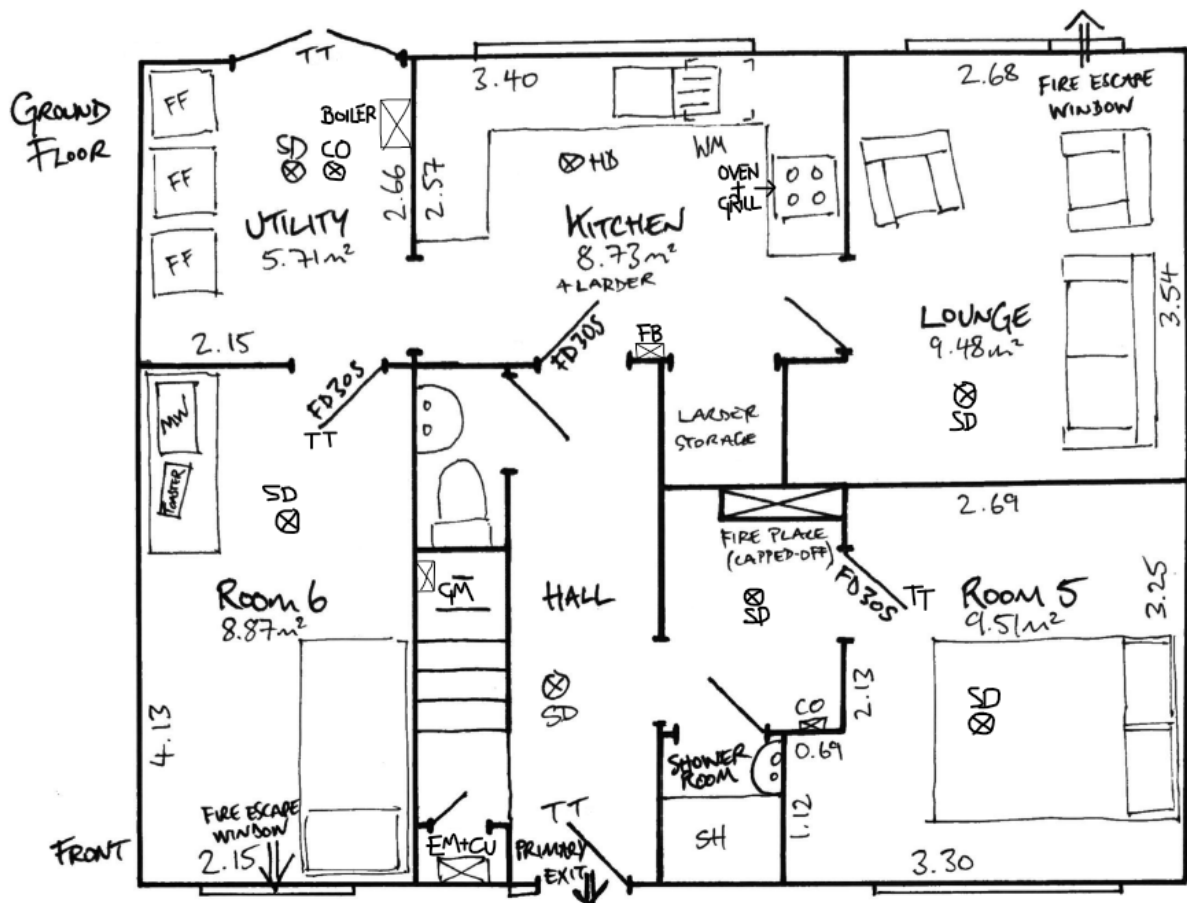


Floor plan guidance for HMO licence applications

Floor plans must be provided to support your HMO application. They do not need to be perfectly to scale nor architectural drawings – but these can be submitted if you have them. Below is a good example of hand drawn floor plans, they are not to scale but are representative of the actual layout and note the, front, fire safety items, facilities, room dimensions and calculated floor areas.



Key to common abbreviations

Below are examples of commonly used abbreviations, other abbreviations are welcome, please just add a key to save confusion. Not all need to be added and as you can see from the example, drawings can be used as an alternative, as long as items are identifiable and/or labelled. Please do not hesitate to contact us if you need any advice regarding producing your floor plans.

Fire Safety

SDSmoke Detector
HDHeat Detector
ELEmergency Light
FD30.....30-minute fire door
FD30S.....30-minute fire door with cold smoke seals
FBFire Blanket
FAPFire Alarm Panel
CPCall Point
FEW.....Fire Escape window
TTThumb-turn locking mechanism

Facilities

S.....Sink (Kitchen type)
BBath
SH.....Shower
WHBWash hand basin
FR.....Fridge
FZ.....Freezer
FF.....Fridge/Freezer
MWMicrowave
WM.....Washing Machine
TD.....Tumble Dryer
DWDishwasher

Other

CO.....Carbon Monoxide (CO) Detector
GM.....Gas Meter
EMElectricity Meter
CUConsumer Unit
HWC.....Hot Water Cylinder