



Applications & Appeals Services

The Beehive, City Place, Gatwick, RH6 0PA

Head of Planning
Mid Sussex District Council
Oaklands
Oaklands Road
Haywards Heath
West Sussex
RH16 1SS

NJA Ref: 26/243

16 September 2026

RETROSPECTIVE PLANNING APPLICATION

Dear Sir / Madam,

Applicant: Dedman Lettings Ltd
Proposal: Retrospective planning permission for the change of use and conversion of an existing maisonette to form two self-contained one-bedroom flats
Site: 78a Church Walk, Burgess Hill, West Sussex, RH15 9AS

On behalf of the Applicant, please find enclosed a completed application pack for the above proposal. The application comprises the following documents together with the planning application fee which will be paid separately:

- Completed Application Form
- Planning Statement - NJA Town Planning Ltd (September 2026)
- Site Location Plan and Site Block Plan (NJA/025/01 P1) – Scale at 1:1250 and 1:500 at A3
- Before Conversion Floor Plans (NJA025/02 P1) – Scale 1:50 at A3
- After Conversion Floor Plans (NJA025/04 P1) – Scale 1:50 at A3

I trust the enclosed documents are in order. I look forward to receiving confirmation that the planning application has been validated.

In the meantime, please do not hesitate to contact me should you require any further information.

Yours faithfully

