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Architects & Planning Consultants

GRM/zyf/0224/C01

Mr S Ashdown, DC Planning Manager
Mid Sussex District Council
Oaklands
Haywards Heath
West Sussex,
RH16 1SS

Atten: Mr Andrew Watt, Senior Planning Officer

29 June 2026

Dear Sir

**Householder Planning Application
Proposed First Floor Link Extension
'Birch House' Courtmead Road, Cuckfield, West Sussex, RH17 5LR**

I write with regard to the above property following receipt of your positive pre-application response dated 22 June 2026 and confirm we have been instructed by our clients Mr & Mrs McLeod to submit a Householder planning application to provide the first floor link extension at their home in Courtmead Road, Cuckfield.

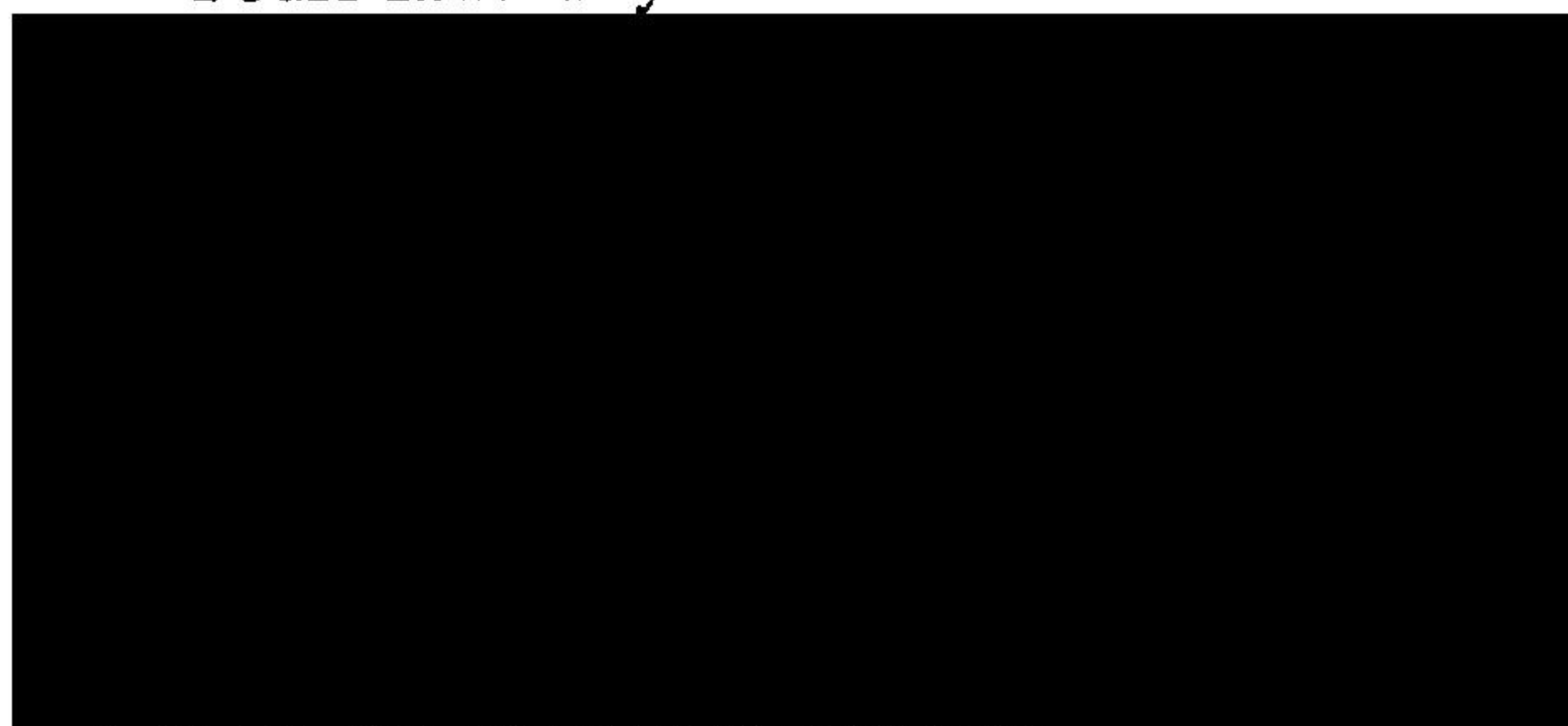
Accordingly, we attach our client's detailed planning application comprising:

- Pdf copy of the application forms including certificates
- Pdf copy of drawing number 0224.MS02 – Existing Elevations & Floor Layouts
- Pdf copy of drawing number 0224.P01 – Proposed Elevations & Floor Layouts
- Pdf copy of a Site Location drawing 0224.SP01- Site Location Plan
- Pdf copy of a Site Location drawing 0224.SP02 – Site Layout Plan
- Application fee cheque in the sum of £548.00

We would ask that prior to completion of your deliberations and preparation of your committee report, we be given the opportunity to discuss any issues of concern.

Should you have any queries or require additional information, please do not hesitate to contact me.

Yours faithfully



RIBA
Chartered Practice

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