

Mr Stephen Thorley
Mr Simon Bareham
Lewis And Co Planning SE Ltd
2 Port Hall Road
Brighton
BN1 5PD

**TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT)
(ENGLAND) ORDER 2015 (AS AMENDED) - SCHEDULE 2, PART 3, CLASS MA**

PERMISSION

REFERENCE: DM/25/3178

DESCRIPTION: CHANGE OF USE FROM OFFICES TO 7 SELF CONTAINED FLATS.

LOCATION: THE CHANGING WORKPLACE LTD, 1 BOLTRO ROAD, HAYWARDS HEATH, WEST SUSSEX

DECISION DATE: 24 FEB 2026

CASE OFFICER: JOANNE FISHER - JOANNE.FISHER@MIDSUSSEX.GOV.UK

The Council hereby confirm that their **prior approval is given** for the above development to be carried out in accordance with the submitted application and plans and subject to compliance with the following conditions:-

1. The development shall be carried out in accordance with section 9.6 of the Noise Impact Assessment produced by Environmental Assessment Services Ltd ref 682/1-3 dated Nov 2022 and reviewed March 2024 and the Ventilation System Design Statement (received 12th December 2025).

Reason: To safeguard the amenity of future residential occupants and to accord with Policy DP26 of the Mid Sussex District Plan 2014 - 2031.

2. The building shall not be occupied or brought into use until a flood warning and evacuation plan has been produced (to be provided to the occupiers and users of the building) and approved in writing by the Local Planning Authority. This plan will need to include details and images of the flood extents, expected frequency of flooding, safe access and escape routes and the flood mitigation measures included within the development.

Reason: To ensure all the occupiers and users of the building are aware of the flood risk posed to the site and to accord with Policy DP41 of the Mid Sussex District Plan 2014-2031.

Your attention is drawn to the caveats set out below:

INFORMATIVES

1. The development subject of this application must be completed within a period of three years starting with the prior approval date.
2. The development shall be carried out in accordance with the approved details, unless the Local Planning Authority and the developer agree otherwise in writing.
3. The developer shall notify the Local Planning Authority in writing of the completion of the development as soon as reasonably practicable after completion. This notification shall include: a) the name of the developer; b) the address or location of the development; and c) the date of completion.
4. Any external works/alterations required in association with the permitted change of use of the building will require the submission of an application for full planning permission.
5. The proposed development will require formal address allocation. You are advised to contact the Council's Street Naming and Numbering Officer before work starts on site. Details of fees and developers advice can be found at www.midsussex.gov.uk/streetnaming or by phone on 01444 477175.
6. Your attention is drawn to the requirements of the Environmental Protection Act 1990 with regard to your duty of care not to cause the neighbours of the site a nuisance.

Accordingly, you are requested that:

- Hours of construction/demolition on site are restricted only to: Mondays to Fridays 0800 - 1800 hrs, Saturdays 0900 - 1300 hrs, No construction/demolition work on Sundays or Public Holidays.
- Measures shall be implemented to prevent dust generated on site from crossing the site boundary during the demolition/construction phase of the development.
- No burning of materials shall take place on site at any time.

If you require any further information on these issues, please contact Environmental Protection on 01444 477292.

7. The applicant is advised of the requirement to enter into early discussions with and obtain the necessary licenses from the Highway Authority to cover any temporary construction related works that will obstruct or affect the normal operation of the public highway prior to any works commencing. These temporary works may include, the placing of skips or other materials within the highway, the temporary closure of on-street parking bays, the imposition of temporary parking restrictions requiring a Temporary Traffic Regulation Order, the erection of hoarding or scaffolding within the limits of the highway, the provision of cranes over-sailing the highway.

Plans Referred to in Consideration of this Application

The following plans and documents were considered when making the above decision:

Plan Type	Reference	Version	Submitted Date
Existing Floor Plans	2020/125 2 of 3		12.12.2025
Location and Block Plan	2020/125 1 of 1		12.12.2025
Existing Floor Plans	2020/125 3 of 3		12.12.2025
Existing Floor Plans	2020/3 of 3		12.12.2025
Proposed Floor Plans	2020/125 1 of 3		12.12.2025
Proposed Floor Plans	2020/125 2 of 3		12.12.2025
Proposed Floor Plans	2020/125 3 of 3		12.12.2025
Existing and Proposed Elevations	2020/125 1 of 1		12.12.2025



Ann Biggs
Assistant Director Planning and Sustainable Economy

AEPDCZ