



Mid Sussex District Council
Oaklands Rd
Haywards Heath
RH16 1SS

Our ref: SCW/35569

21 November 2025

Dear Sirs,

TOWN & COUNTRY PLANNING ACT 1990 (AS AMENDED)
LAND AT COURTHOUSE FARM, COPTHORNE COMMON ROAD, COPTHORNE, RH10 3LA.

On behalf of our clients, Option Two Development Ltd, I am pleased to enclose an outline planning application for the erection of an extra-care retirement community (Use Class C2) and community pavilion, including associated parking, outdoor amenity space, landscaping and drainage, with all matters reserved except for the new access proposed from Copthorne Common Road.

The application is submitted electronically via the Planning Portal (ref: PP-14375329).

As set out above, the application is submitted in outline with all matters reserved except for the new access proposed from Copthorne Common Road. In light of this, some drawings are submitted for approval, and some are provided for illustrative purposes only. Table 1:1 sets out the drawings that are submitted for approval. Table 1:2 sets out the drawings that are submitted for illustrative purposes only and Table 1:3 sets out the supporting reports, surveys and other information submitted in support of the application.

DRAWINGS FOR APPROVAL	AUTHOR
ECF485_104 Rev P1 – Site Location Plan	Jane Duncan Architects
1810-17 PL02 – Proposed Retirement Village Access Arrangement	Transport Planning Associates
1810-17 SK01 – Ghost Island Junction Arrangement	Transport Planning Associates

TABLE 1:1 DRAWINGS FOR APPROVAL

DRAWINGS PROVIDED FOR ILLUSTRATIVE PURPOSES ONLY	AUTHOR
ECF485_110 Rev. P1 – Site Layout Plan – Option C – Retirement Village	Jane Duncan Architects
ECF485_111 Rev P2 – Option C – Retirement Village Roof Plan Roof Plan	Jane Duncan Architects
ECF485_205 Rev. P3- Retirement Village -Street Elevations 1	Jane Duncan Architects
ECF485_B-100 Rev P2 – Block B-Plans and Elevations	Jane Duncan Architects
ECF485_C-100 Rev P2 – Block C-Ground Floor	Jane Duncan Architects
ECF485_C-101 Rev P2 – Block C-Elevations	Jane Duncan Architects
ECF485_E-101 Rev P2 – Block E-Floor Plans	Jane Duncan Architects
ECF485_E-102 Rev P2 – Block E-Elevations	Jane Duncan Architects
ECF485_F-101 Rev P2 – Block F-Floor Plans	Jane Duncan Architects
ECF485_F-102 Rev P2 – Block F-Elevations	Jane Duncan Architects
ECF485_I-101 Rev P2 – Block I-Floor Plans	Jane Duncan Architects
ECF485_I-102 Rev P2 – Block I-Elevations	Jane Duncan Architects
ECF485_Pav-100 Rev P3 – Pavilion-Ground Floor	Jane Duncan Architects
ECF485_Pav-101 Rev P3 – Pavilion-First Floor	Jane Duncan Architects
ECF485_Pav-102 Rev P3 – Pavilion Elevations	Jane Duncan Architects
ECF485_Terr-100 Rev P1 – 2B3P Terraces-Plans and Elevations	Jane Duncan Architects
5096-LLB-XX-XX-D-Ab-0001 Rev. P02 – Tree Survey Plan 1	Lloyd Bore
5096-LLB-XX-XX-D-Ab-0002 Rev. P02 – Tree Survey Plan 2	Lloyd Bore
5096-LLB-XX-XX-D-Ab-0005 Rev. P01 – Tree Protection Plan 1	Lloyd Bore
5096-LLB-XX-XX-D-Ab-0006 Rev. P01 – Tree Protection Plan 2	Lloyd Bore
5096-LLB-XX-XX-D-L-0002 – Landscape Masterplan Retirement Village Scheme	Lloyd Bore

TABLE 1:2 – DRAWINGS SUBMITTED FOR ILLUSTRATIVE PURPOSES ONLY

DOCUMENTS	AUTHOR
ADMINISTRATIVE DOCUMENTS	
Application Form, Notices and Land Declaration	DHA Planning
REPORTS	
Air Quality Assessment	Entran
Arboricultural Impact Assessment	Lloyd Bore
Archaeological Desk-based Assessment	Hawk Heritage
BNG Feasibility Assessment	Lloyd Bore
BNG Metric	Lloyd Bore
Design and Access Statement	Jane Duncan Architects
Ecological Impact Assessment and supporting surveys: • Reptile Survey Report • Hazel Dormouse Survey • Bat Survey Report	Lloyd Bore
Energy & Sustainability Assessment	Whitecode Consulting
Flood Risk and Drainage Strategy	BDR
Landscape and Visual Appraisal	Lloyd Bore
Needs Assessment	Carterwood
Noise Impact Assessment Report	Entran
Phase 1 Desk Study (Contamination)	Ground and Environmental Services Ltd
Planning Statement including: • Statement of Community Involvement • Draft Heads of Terms	DHA Planning
Statement of Community Involvement	SEC Newgate
Transport Assessment including: • Stage 1 Road Safety Audit	Transport Planning Associates
Travel Plan	Transport Planning Associates

TABLE 1:3 – REPORTS, SURVEYS AND OTHER INFORMATION SUBMITTED IN SUPPORT OF THE APPLICATION

The Biodiversity Net Gain Metric (excel spreadsheet) will be submitted separately as excel spreadsheets are not yet supported by the Planning Portal.

The planning application fee of £18,426.00 will be paid electronically.



We look forward to receiving confirmation that the application has been received as valid.
Please do not hesitate to contact me should you require further information.

Yours faithfully,

Sascha Wardley
Associate Director

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