

Planning Services Division

Mid Sussex County Council
Oaklands Road
Haywards Heath
West Sussex
RH16 1SS
15 November 2025

Subject: Retrospective Planning Application for Garden Shed

Dear Planning Services Division,

I am writing to submit a retrospective planning application for a timber garden shed located at the bottom of our driveway at 14 Culpepper, Burgess Hill.

The shed was installed to provide secure storage for bicycles, gardening tools, and household items, helping us maintain a tidy and safe home environment. It is a single-storey timber structure with a pitched roof, measuring approximately 2.4 metres (W), 3 metres (D) and 2.42 metres (H).

We have taken care to ensure the shed is visually sympathetic to its surroundings:

- Constructed from natural timber with a neutral finish.
- Surrounded by planting and potted shrubs to soften its appearance.
- Maintained in good condition to avoid any negative impact on the street scene.

The structure is for incidental domestic use only and does not contain any facilities for habitation, with no electricity. We believe the shed has minimal impact on neighbouring properties and the character of the area.

The shed was installed by a professional builder, and we understood it to be a standard garden structure that did not require planning permission. We acted in good faith and were unaware that its position meant permission was needed. As soon as we were advised, we have sought to regularize the situation through this application.

We kindly ask that the application be considered favourably, and we are happy to provide any additional information or make reasonable adjustments if required.

Thank you for your time and consideration.

Yours sincerely

