

Katherine Williams

From: [REDACTED]
Sent: 06 March 2026 09:11
To: Katherine Williams; Russ Drage
Cc: Sanj Rajput; Greg Blaquiere
Subject: Re: DM/25/0582 - 34 Cyprus Road, Burgess Hill

Follow Up Flag: Follow up
Flag Status: Completed

Dear Katherine,

My client agreed to the extension of time.

Best regards

Russ

Russ Drage
for and on behalf of
r u s s d r a g e a r c h i t e c t s
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russ@russdrage-architects.com
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From: Katherine Williams <Katherine.Williams@midsussex.gov.uk>
Sent: Thursday, March 5, 2026 5:33:32 PM

[REDACTED]
Subject: RE: DM/25/0582 - 34 Cyprus Road, Burgess Hill

Hi Russ,

Thank you for your email.

The Council's Constitution can be found through the following link, and the relevant section can be found on pages 41-42.

[Agenda for Constitution on Wednesday, 25th February, 2026, 12.00 pm - Mid Sussex District Council](#)

The Constitution states 'dwellings', however it does not include a definition of what this includes, nor that this specifically states that it excludes C2 use. It is therefore considered necessary for the application to be determined at committee given the wording of the Constitution and to avoid any queries regarding the determination process from those with interest in the application.

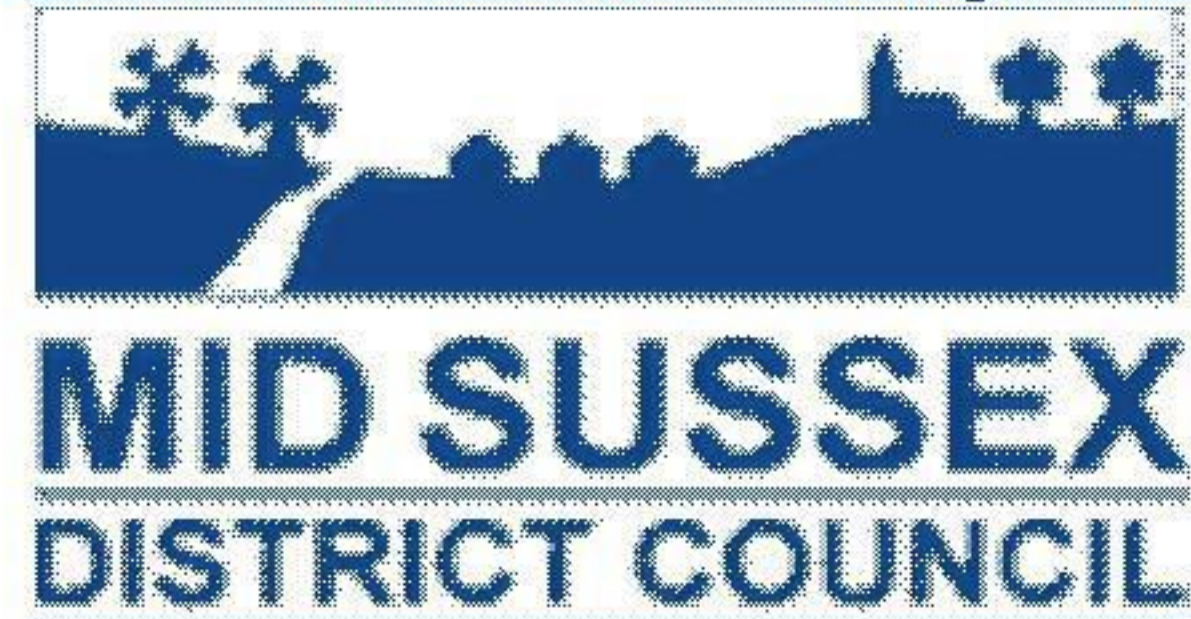
Notwithstanding this, officers have the discretion to take any application to committee.

Given the above can you confirm that the extension of time is acceptable.

Kind Regards

Katherine Williams BSc (Hons) MSc
Senior Planning Officer
Mid Sussex District Council
01444 477214

www.midsussex.gov.uk



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From: Russ Drage <russ@russdrage-architects.com>

Sent: 27 February 2026 14:44

To: Katherine Williams <Katherine.Williams@midsussex.gov.uk>

Cc: Sanj Rajput <sanjrajput@yahoo.co.uk>; Greg Blaquiere <greg@eagleplanning.co.uk>

Subject: RE: DM/25/0582 - 34 Cyprus Road, Burgess Hill

Hi Katherine,

Is the net increase of more than 9 units relevant for a Class C2 Residential Institution use, rather than C2 Dwellinghouses?

If so, then my client has no choice other than to agree to a further extension of time to 13th March.

Please could you also point me towards the relevant part of the MSDC Constitution.

Best regards

Russ

From: Katherine Williams <Katherine.Williams@midsussex.gov.uk>

Sent: 26 February 2026 15:02

Subject: RE: DM/25/0582 - 34 Cyprus Road, Burgess Hill

Hi Russ,

My manager has noted that as the proposal would create a net increase of more than 9 units and as set out within the Council's Constitution will need to be considered at committee. My apologies for this oversight and the delay that this will cause.

The application has been included on the agenda for the committee on 12th March, and can be determined the following day. I would therefore like to request an extension of time to 13th March for the application to be determined in time.

Please let me know if this date is acceptable, and my apologies again for the further delay.

Kind Regards

Katherine Williams BSc (Hons) MSc
Senior Planning Officer
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01444 477214

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From: Katherine Williams <Katherine.Williams@midsussex.gov.uk>

Sent: 24 February 2026 10:43

[REDACTED]

Subject: RE: DM/25/0582 - 34 Cyprus Road, Burgess Hill

Hi Russ,

Thank you for your email and confirming the EOT and conditions.

The application has now been passed over to management team for the final decision, which should be made shortly.

Kind Regards

Katherine Williams BSc (Hons) MSc
Senior Planning Officer
Mid Sussex District Council
01444 477214

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[REDACTED]

Sent: 23 February 2026 12:28

To: Katherine Williams <Katherine.Williams@midsussex.gov.uk>

[REDACTED]

Subject: RE: DM/25/0582 - 34 Cyprus Road, Burgess Hill

Hi Katherine,

Our client is happy to accept the pre-commencement conditions and agrees to the extension of time.

Please could you confirm the next steps leading to determination.

Best regards

From: Katherine Williams <Katherine.Williams@midsussex.gov.uk>

Sent: 20 February 2026 15:43

Subject: DM/25/0582 - 34 Cyprus Road, Burgess Hill

Dear Russ,

I am now in receipt of the completed legal agreement, and the application can proceed to determination.

To allow this to happen in time I would like to request an extension of time to 27th February, please let me know if this is acceptable.

I would also like to suggest the below pre-commencement condition:

- Prior to the commencement of development, details of the rainwater harvesting system including measures to prevent contamination of the water supply and any discharge to public sewers will need to be submitted to and approved by the Local Planning Authority. Details of the maintenance responsibilities and regimes for the rainwater harvesting system will need to be submitted to and approved by the Local Planning Authority prior to occupation of the development.

Reason: To ensure that the proposed rainwater harvesting system does not contaminate the water supply and to accord with Policy DP41 of the Mid Sussex District Plan 2014 - 2031.

- The development hereby permitted shall not commence unless and until details of the proposed foul and surface water drainage and means of disposal have been submitted to and approved in writing by the local planning authority. No building shall be occupied until all the approved drainage works have been carried out in accordance with the approved details. The details shall include a timetable for its implementation and a management and maintenance plan for the lifetime of the development which shall include arrangements for adoption by any public authority or statutory undertaker and any other arrangements to secure the operation of the scheme throughout its lifetime. Maintenance and management during the lifetime of the development should be in accordance with the approved details.

Reason: To ensure that the proposal is satisfactorily drained and to accord with Policy DP41 of the Mid Sussex District Plan 2014 - 2031.

- Prior to the commencement of development approved by this planning permission (or such other date or stage in development as may be agreed in writing with the Local Planning Authority), the following components of a scheme to deal with the risks associated with contamination of the site, including the identification and removal of asbestos containing materials, shall each be submitted to and approved, in writing, by the local planning authority:

a) A preliminary risk assessment which has identified:

- o all previous uses
- o potential contaminants associated with those uses
- o a conceptual model of the site indicating sources, pathways and receptors
- o potentially unacceptable risks arising from contamination at the site

and unless otherwise agreed in writing by the Local Planning Authority,

b) A site investigation scheme, based on (a) to provide information for a detailed assessment of the risk to all receptors that may be affected, including those off site;

and, unless otherwise agreed in writing by the Local Planning Authority,

c) Based on the site investigation results and the detailed risk assessment (b) an options appraisal and remediation strategy giving full details of the remediation measures required and how they are to be undertaken.

Reason: To ensure that the risks from land contamination to the future users of the land are minimised, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors.

- Prior to the commencement of the development subject of this permission, including construction of foundations, full details of a hard and soft landscaping scheme shall be submitted to and approved by the Local Planning Authority. These details shall include indications of all existing trees and hedgerows on the land, and details of those to be retained, together with measures for their protection in the course of development. These and these works shall be carried out as approved. These works shall be carried out as approved. The works shall be carried out prior to the occupation of any part of the development or in accordance with the programme agreed by the Local Planning Authority. Any trees or plants which, within a period of five years from the completion of development, die, are removed or become seriously damaged or diseased, shall be replaced in the next planting season with others of similar size and species, unless the Local Planning Authority gives written consent to any variation.

Reason: In the interests of visual amenity and of the environment of the development and to accord with Policies DP26 and DP37 of the Mid Sussex District Plan 2014 - 2031.

- No development shall commence unless and until the following information has been submitted to and approved by the Local Planning Authority.
 - o Details and samples of the facing materials;
 - o 1:20 sections and front elevations of the typical features (shown in context) including windows, doors and balcony detail and surrounding.

The works shall be carried out in accordance with the approved details unless otherwise agreed with the Local Planning Authority in writing.

Reason: To enable the Local Planning Authority to control the development in detail in the interests of amenity by endeavouring to achieve a building of visual quality and to accord with Policy DP26 of the Mid Sussex District Plan 2014 - 2031.

Please let me know if these are acceptable.

Kind Regards

Katherine Williams BSc (Hons) MSc
Senior Planning Officer
Mid Sussex District Council
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