

Mr Richard Smith
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CONTACT: Joanne Fisher
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DATE: 31st July 2026

Dear Sir/Madam

Reference: DM/24/2922

Description: Removal of outbuildings and alterations to the existing buildings and hardsurfaces to allow for a change of use from Class C2 (residential institution) use to a Class C3 (dwellinghouse) use to provide 3 no.1-bed flats, 14 no. 2-bed flats, and 2 no. 3-bed two storey dwellings (and retaining Holy Rood Cottage as a 3-bed dwelling), together with 37 no. car parking spaces, private and communal amenity spaces, landscaping, bin and cycle stores. Alterations to existing access points onto and from Ardingly Road and Park Lane.

Location: Hollyrood House Ardingly Road Lindfield Haywards Heath

With reference to the above planning application you will be aware of the importance to the Council in determining applications according to the Government's timeframes of 8 or 13 weeks. However, under the provisions of the Town and Country Planning (Development Management Procedure) (England) Order 2015 under Section 34 (2)(c) it does allow the Local Planning Authority and the applicant to agree an extended period to determine applications:

http://www.legislation.gov.uk/uksi/2015/595/pdfs/uksi_20150595_en.pdf

I seek agreement with you to further extend the period available to determine the application to 21st August 2026 for the reason(s) noted below:

1. To allow completion of a Section 106 Agreement.

I would be grateful if you could confirm, in writing or by email, your agreement to this extension for the Council's records.

Yours faithfully



Eric Owens
Interim Assistant Director Planning and Sustainable Economy

EXTIME

Planning Services Division

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Interim Assistant Director Planning and Sustainable Economy