



My ref: 1036260119planstatamd3

Planning Department,
Mid Sussex DC
Oaklands Road,
Haywards Heath.
Sussex

Date: 19 January 2026(amded 3)

Dear sirs,

Re- 273 London Road, Burgess Hill
Concerning- Planning Statement

The attached retrospective application is made to legalise the work carried out to the building.

The Office building at 273 London Road had been empty/vacant for many years prior to the conversion.

Planning permission for conversion from an office building to 6 residential units was obtained in 2021, under prior approval legislation, application No DM/21/0688 dated 20 April 2021. At the time of this application units were permitted which are smaller than the Space Standards adopted today by MSDC.

However the property was not converted under approval 20th April 2021.

The conversion was carried out in 2022 (under the inspection regime of Mid Sussex DC Building control). The office building has been converted to 6 residential units, including alterations to the exterior of the building. The floor areas of the units are, to the 1st floor 36.5, 35 & 35.2m², and to the ground floor 34, 37.4 & 35m² respectively. Some of the units are below those allowed within the MSDC adopted Space standards, but they are within the Space Standards allowed when application No DM/21/0688 dated 20 April 2021 was decided.

Position of Property: The property is within the west boundary of the Burgess Hill Town Centre Masterplan as shown in Supplementary Planning Document November 2006.

Transport As shown above the property is within the Burgess Hill Town Centre and thus is within walking distance of shops, and is considered to be in a sustainable transport location being close to Burgess hill railway station & numerous Bus routes.

Relevant Planning Policies

Burgess Hill Town Centre Master Plan Supplementary Planning Document 2006 Makes reference to general aims of the planning policies & points out the “limitations” of this area of London Road, Namely

- Continuity and enclosure 2.14 London Road provide good continuity and enclosure with active frontage strongly defining public and private space.
- Ease of Movement 2.15 London Road provides a direct north-south route through the town, but does not run close to the town centre, which is to the east. *Queen Elizabeth Avenue provides a direct east-west link between London road and the town centre, although the roundabout junctions at both ends provide a very poor sense of arrival.*
- Adaptibility, 2.18 Burgess Hill has major opportunities for regeneration, particularly to the west between the retail core and London road,
- Diversity 2.19 The town centre has a good range of uses, although after around 5.30pm, the area is quiet. The existing residential in the town centre should be strengthened

It is our opinion that the conversion from office use to residential helps to alleviate some of the above limitations, in that office/commercial use is inhabited during working hours whilst, in general residencies are used in the evening and at weekends leading to a potentially more lively environment during this time. This is particularly highlighted in Objective 4 “*within the town centre that is a more efficient use of land and increases vitality and diversity,*”

Following the conversion On 10/10/24, we (Clive Hawkins Architects Ltd agent for the applicant) received an email from Deborah Lynn, (Planning officer of MDC), in which she sets out her thoughts & the thoughts of her line manager, that although not all the residential units produced meet the latest space standards adopted by Mid Sussex DC, they did meet the Space Standards under consideration of application No DM/21/0688, which allowed for smaller units at that time. The principle of the conversion seemed reasonable to both officers.

Use as flats: Since completing the conversion of the property the units have always been easily/quickly let, and we are informed there is a waiting list of applicants for these rental properties. We are informed that this is because of the size of the units & their position within the town. And thus from this, it can be assumed the properties are perfect for this site, locality and general area.

The above evidence shows that the design meets with the policies below:

Policy *DP27: Dwelling Space Standards Strategic Objectives:*

- 12) *To support sustainable communities which are safe, healthy and inclusive;*
- 13) *To provide the amount and type of housing that meets the needs of all sectors of the community; and*
- 14) *To create environments that are accessible to all members of the community*

DP30: Housing Mix Strategic Objectives:

- 13) *To provide the amount and type of housing that meets the needs of all sectors of the community.*

DP39: Sustainable Design and Construction Strategic Objectives:

- 1) *To promote development that makes the best use of resources and increases the sustainability of communities within Mid Sussex,*
- *Maximise efficient use of resources, including minimising waste and maximising recycling/ re-use of materials through both construction and occupation;*
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The conversion of an office to residential units is the most sustainable reuse of a property and thus fits in with the requirements of DP39.

I hope you will consider that this conversion goes (albeit only a small way) to reduce the requirement for residential units within the district, and thus the application will receive approval.

Many thanks.

Yours sincerely,

Clive A Hawkins

Architect