

## Garden shed information sheet

Garden sheds are a common addition to rear gardens in Port Sunlight but could impact on important views or the overall aesthetic of the village if scale and materials are not managed. Erecting a shed will require written consent from Wirral Council and Port Sunlight Village Trust through a 'Householder Planning Consent' application, which costs £206. You can apply online here:

<https://1app.planningportal.co.uk/Form/StartPlanningApplication>) or else by downloading and printing paper forms here: [https://www.planningportal.co.uk/info/200126/applications/61/paper\\_forms](https://www.planningportal.co.uk/info/200126/applications/61/paper_forms)).

Garden sheds should be no greater in plan (footprint), than 20% of the overall length and 50% of the width of the garden. They should also be located at the bottom of the garden, set away from boundaries to reduce their impact on neighbouring properties.

In your application you will need to include:

- A complete Householder Planning Consent application form
- A Location Plan at a scale of 1:1250 or 1:2500 or larger, or at an appropriate scale to show at least two main roads and surrounding buildings and should show the direction of North. The application site should be edged clearly with a red line and a blue line must be drawn around any other land owned by the applicant. Location plans can be purchased from Wirral Council by contacting them on 0151 691 8454.
- A Site Plan at a scale of not less than 1:100 or 1:200. This should include the location of the proposed shed, all buildings and structures, gardens, open spaces and car parking in the context of adjacent buildings.
- A copy of the proposed shed elevations to a scale of not less than 1:100, including details of materials, colour and dimensions.
- A heritage statement- this is to justify why the shed is required and what mitigation has been put in place to avoid harming the character of the conservation area and your property (if it is a listed building). You can find guidance on writing a heritage statement here: [https://www.wirral.gov.uk/sites/default/files/all/planning%20and%20building/Planning%20permission/Heritage%20Statement%20Guidance\\_160216.pdf](https://www.wirral.gov.uk/sites/default/files/all/planning%20and%20building/Planning%20permission/Heritage%20Statement%20Guidance_160216.pdf)).

Once submitted, the application will be validated (if all the correct information has been submitted) and registered. Wirral Council will then have 8 weeks to make a decision on your application and will write to you with a decision notice either granting or refusing the application. If granted you will have 3 years to complete the works. If the application has been refused the decision notice will explain why.

Erecting a shed without written consent is subject to enforcement action.