

Basement Impact Assessment AUDIT: Instruction

Section A (Site Summary) – to be completed by Case Officer

Camden Case Reference:	2022/5539/P	Site Address:	13 St Mark's Crescent, London, NW1 7TS
Case officer contact details:	Sam FitzPatrick	Date of audit request:	25/04/2023
Statutory consultation end date:		19/03/2023	
Reason for Audit:	Planning application / basement extension		
Proposal description:			
Erection of single storey rear extension with roof terrace above, involving lowering of lower ground level. Associated works including alterations to rear bay and side elevation.			
Relevant planning background			
2010/5266/P – Erection of a single storey rear extension to an existing single dwelling (Class C3). Certificate of lawfulness granted 29/11/2010.			
Do the basement proposals involve a listed building or does the site neighbour any listed buildings?	No		
Is the site in an area of relevant constraints? (check site constraints in M3/Magic GIS)	Local Flood Risk Zone	Yes	
	Slope stability	Yes	
	Surface Water flow and flooding	No	
	Subterranean (groundwater) flow	Yes	
Does the application require determination by Development Control Committee in accordance fall the Terms of Reference ¹	No		
Does the scope of the submitted BIA extend beyond the screening stage?	Yes		
Which ward is the application situated?	Primrose Hill		
Is there an adopted neighbourhood plan? If so, which is it?	No		

¹ Recommendations for approval of certain types of application require determination by Planning Committee (PC). From time to time applications which would normally be determined by officers under delegated authority are referred by the Director of Regeneration and PC for decision. Where the Auditor makes representations at PC on behalf of an application the fees for attendance will be passed to the applicant.

Section B: BIA components for Audit (to be completed by Applicant)

Items provided for Basement Impact Assessment (BIA) ¹			
Item provided	Yes/No/N/A ²	Name of BIA document/appendix in which information is contained.	
1	Description of proposed development.	Yes	BIA
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	BIA
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	BIA
4	Plans, maps and or photographs to show topography of surrounding area with any nearby watercourses/waterbodies including consideration of the relevant maps in the Strategic FRA by URS (2014)	Yes	Appendix 1
5	Plans and sections to show foundation details of adjacent structures.	Yes	Appendix 3
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	Appendix 3
7	Programme for enabling works, construction and restoration.		
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	BIA
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	BIA
10	Identification of significant adverse impacts.	Yes	BIA
11	Evidence of consultation with neighbours.		
12	Ground Investigation Report and Conceptual Site Model including <ul style="list-style-type: none"> - Desktop study - exploratory hole records - results from monitoring the local groundwater regime - confirmation of baseline conditions - factual site investigation report 	Some	BIA report includes desk study – due to the extension only being to drop the existing ground floor level by 0.40m bgl no intrusive works have been deemed necessary.
13	Ground Movement Assessment (GMA).	N/A	The basement extension is only to drop the existing ground floor by 0.40m bgl and so it is not considered necessary.
14	Plans, drawings, reports to show extent of affected area.	N/A	The basement extension is only to drop the existing ground floor by 0.40m bgl and so it is not considered necessary.
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	N/A	The basement extension is only to drop the existing ground floor by 0.40m bgl and so it is not considered necessary.
16	Construction Sequence Methodology (CSM) referring to site investigation and containing	N/A	The basement extension is only to drop the existing ground floor by 0.40m bgl and so it

	basement, floor and roof plans, sections (all views), sequence of construction and temporary works.		is not considered necessary.
17	Proposals for monitoring during construction.	N/A	The basement extension is only to drop the existing ground floor by 0.40m bgl and so it is not considered necessary.
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	N/A	The basement extension is only to drop the existing ground floor by 0.40m bgl and so it is not considered necessary.
19	Confirmatory and reasoned statement with supporting evidence that the structural stability of the building and neighbouring properties will be maintained (by reference to BIA, Ground Movement Assessment and Construction Sequence Methodology), including consideration of cumulative effects.	Yes	BIA
20	Confirmatory and reasoned statement with supporting evidence that there will be no adverse effects on drainage or run-off and no damage to the water environment (by reference to ground investigation, BIA and CSM), including consideration of cumulative effects.	Yes	BIA
21	Identification of areas that require further investigation.	Yes	BIA – no areas identified.
22	Non-technical summary for each stage of BIA.	Yes	BIA
Additional BIA components (added during Audit)			
Item provided	Yes/No/NA²		Comment

Notes:

¹ NB policy A5 also requires consideration of architectural character, impacts on archaeology, amenity and other matters which are not covered by this checklist.

² Where response is 'no' or 'NA', an explanation is required in the Comment section.

Section C : Audit proposal (to be completed by the Auditor)

Date	Fee Categorisation (A/B/C) and costs (£ ex VAT)	Date estimate for initial report	Commentary (including timescales for completion of Initial Report)
11/05/2023	Category A - £997.50	Approximately 4 weeks from instruction	Additional fees may be required for <ul style="list-style-type: none"> • site attendance • reviewing revised/resubmitted documentation • reviewing third party consultation comments • attending planning committee

Note: Where changes to the fee categorisation are required during the audit process, this will require details to be updated in section E, with justification provided by the auditor. These changes shall be agreed with the planning officer and the applicant, in writing before the work is undertaken.

Section D: Audit Agreement (TO BE COMPLETED BY THE APPLICANT) For data protection reasons this page should NOT be published on the Public website.



