

Basement Impact Assessment AUDIT: Instruction

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

Case officer contact details:	Zenab Haji-Ismail	Date of request:	<i>Date 21/12/2015</i>
Camden Reference:	<i>2015/5847/P</i>	Statutory consultation end date:	<i>Date</i>
Site Address:	66 Fitzjohn's Avenue London NW3 5LT		
Reason for Audit:	<i>Planning application</i>		
Proposal description and : <i>Demolition of existing two houses and the erection of two new single family dwellings</i>			
Relevant planning background the properties were converted from outbuildings to residential in the 1980s and that further alterations were approved through planning approvals in the mid 1990's. The properties sit behind 64 Fitzjohns Avenue, which is a Victorian Villa displaying Gothic and Queen Anne revival style of the 1870s and 1880s. The rear of this property has been subjected to a number of modifications. The property is now divided into flats and includes a basement / lower ground floor level over the entire footprint of the property and with basementlightwells to the rear and front. A tall screen of planting (bamboo and birch tree) exists between 64 Fitzjohns Avenue and 66 Fitzjohns Avenue. The site lies within the Fitzjohns and Netherhall Conservation Area.			
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)	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	yes	
No/Does the scope of the submitted BIA extend beyond the screening stage?	Yes	

¹ Recommendations for approval of certain types of application require determination by Development Control Committee (DCC). From time to time applications which would normally be determined by officers under delegated authority are referred by the Director of Culture and Environment to DCC for decision. Where the Auditor makes representations at DCC 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/ NA²	Name of BIA document/appendix in which information is contained.
1 Description of proposed development.	Yes	<i>Brief descriptions in Hydro and Structural BIAs</i>
2 Plan showing boundary of development including any land required temporarily during construction.	No	<i>WEBB drawing 1169.01.02(-)</i>
3 Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	<i>WEBB drawing 1169.01.11(C) appended in Hydro BIA WEBB drawing 1169.01.10(-)</i>
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	<i>Drawing 1 in Hydro BIA</i>
5 Plans and sections to show foundation details of adjacent structures.	NA	<i>Not included</i>
6 Plans and sections to show layout and dimensions of proposed basement.	Yes	<i>WEBB drawing 1169.02.11(-)</i>
7 Programme for enabling works, construction and restoration.	Yes	<i>Brief descriptions in Hydro and Structural BIAs</i>
8 Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	<i>Surface and groundwater flooding considered in hydro BIA section 3.3 Stability risk assessment in Structural BIA</i>
9 Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	<i>Surface and groundwater issues considered in hydro BIA</i>
10 Identification of significant adverse impacts.	No	<i>No adverse impacts identified</i>
11 Evidence of consultation with neighbours.	No	<i>Consultation with neighbours has not been undertaken.</i>

12	Ground Investigation Report and Conceptual Site Model including - Desktop study - exploratory hole records - results from monitoring the local groundwater regime - confirmation of baseline conditions - factual site investigation report	Part	Exploratory hole records appended to Hydro BIA. Initial groundwater monitoring results in section 2.1 of Hydro BIA SLR project proposal suggested that the desktop study, baseline conditions and factual SI report could be included in BIA submission as they are sometimes requested at audit stage, but it was decided not to include these for the initial submission
13	Ground Movement Assessment (GMA).	Yes	In Structural BIA
14	Plans, drawings, reports to show extent of affected area.	No	Not required as no significant impact anticipated
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Yes	In Hydro BIA
16	Construction Sequence Methodology (CSM) referring to site investigation and containing basement, floor and roof plans, sections (all views), sequence of construction and temporary works.	Yes	In Structural BIA
17	Proposals for monitoring during construction.	No	Building monitoring not needed Ground water level monitoring by SLR
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	Structural BIA
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	Structural 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	Yes	Hydro BIA

	CSM), including consideration of cumulative effects.		
21	Identification of areas that require further investigation.	Yes	<i>Ground water level monitoring by SLR</i>
22	Non-technical summary for each stage of BIA.	Yes	<i>Brief descriptions in Hydro and Structural BIAs</i>
Additional BIA components (added during Audit)			
Item provided	Yes/No/NA²		Comment

Notes:

¹NB DP27 also requires consideration of architectural character, impacts on archaeology, amenity and other matters which are not covered by this checklist.

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

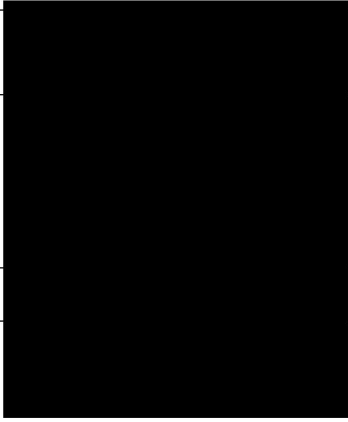
Section C : Audit proposal (to be completed by the Auditor)

Date	Fee Categorisation (A/B/C) and costs (£ ex VAT)	Commentary (including timescales for completion of Initial Report)
01.05.15	Category B – extends beyond screening stage	<i>Additional fees may be incurred to review comments once consultation closed, if audit identifies need for site visit or documents require to be revised.</i>

Note: Where changes to the fee categorisation are required during the audit process, this will require an update to the above table, 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 Applicant)

I agree to pay the full costs of the independent audit of the Basement Impact Assessment associated with the planning application for the site identified in Section A. Such costs may include additional fees charged at the hourly rate for DCC attendance (for example).

Name of contact [to be sent Invoice for final costs]		
Address of contact		
Company (if relevant)		
Contact telephone number		
Date	21.12.15	