**Basement Impact Assessment AUDIT: Instruction**

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

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| **Camden Case Reference:** | 2017/1822/P | **Site Address:** | Basement and Ground Floor Flat1 Lyndhurst RoadLondonNW3 5PX |
| **Case officer contact details:** | Robert Lester0207 974 2188 | **Date of audit request:** | 30/08/2017 |
| **Statutory consultation end date:** | 29/09/2017 |
| **Reason for Audit:** | Planning application / Basement Extension |
| **Proposal description:** Excavation work to the side and rear to create a lower ground floor side extension with green roof and lower ground floor rear extension below the existing conservatory, replacement of the existing ground floor rear conservatory and rear lightwell extension with new staircase access to the rear garden, installation of French doors to the rear and opaque-glazed bathroom window to the side at lower ground floor level. |
| **Relevant planning background** N/A |
| 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  | Y |
| Surface Water flow and flooding | N |
| Subterranean (groundwater) flow | Y |
| Does the application require determination by Development Control Committee in accordance fall the Terms of Reference[[1]](#footnote-1)  | N |
| No/Does the scope of the submitted BIA extend beyond the screening stage?  | Y |

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

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| **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.  |  | Excavation work to the side and rear to create a lower ground floor side extension with green roof and lower ground floor rear extension below the existing conservatory, replacement of the existing ground floor rear conservatory and rear lightwell extension with new staircase access to the rear garden, installation of French doors to the rear and opaque-glazed bathroom window to the side at lower ground floor level. |
| 2 | Plan showing boundary of development including any land required temporarily during construction. |  | See BIA Appendix A  |
| 3 | Plans, maps and or photographs to show location of basement relative to surrounding structures. |  | See BIA Appendices B and C |
| 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) |  | See BIA Appendices G, I, J and N |
| 5 | Plans and sections to show foundation details of adjacent structures. |  | See BIA Appendices D and E |
| 6 | Plans and sections to show layout and dimensions of proposed basement. |  | See BIA Appendices B and C |
| 7 | Programme for enabling works, construction and restoration. |  | See BIA Chapter 2.0 |
| 8 | Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.  |  | See BIA Appendix F and M |
| 9 | Assessment of impact of potential risks on neighbouring properties and surface and groundwater.  |  | See BIA Appendix M |
| 10 | Identification of significant adverse impacts. |  | See BIA Chapter 6.0 |
| 11 | Evidence of consultation with neighbours. |  | None |
| 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
 |  | See BIA Appendices E and M |
| 13 | Ground Movement Assessment (GMA). |  | See BIA Appendix M |
| 14 | Plans, drawings, reports to show extent of affected area. |  | See BIA Appendix M |
| 15 | Specific mitigation measures to reduce, avoid or offset significant adverse impacts. |  | See BIA Chapter 6.0 |
| 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. |  | See BIA Chapter 2.0 and Appendix C |
| 17 | Proposals for monitoring during construction. |  | See BIA Chapter 6.0 and Appendix L |
| 18 | Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale  |  | See BIA Chapter 6.0 |
| 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. |  | See BIA Chapter 6.0 |
| 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. |  | See BIA Chapter 3.0, 4.0 and 5.0 and Appendix K |
| 21 | Identification of areas that require further investigation. |  | See BIA Chapter 6.0 |
| 22 | Non-technical summary for each stage of BIA. |  | See BIA Executive Summary |
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| **Additional BIA components (added during Audit)** |  |  |
| **Item provided** | **Yes/No/NA2** |  | **Comment** |
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Notes:

1 NB DP27 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)**

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| **Date** | **Fee Categorisation (A/B/C) and costs (£ ex VAT)** | **Date estimate for initial report** | **Commentary (including timescales for completion of Initial Report)** |
| *Date* | *Category and cost -*  | *This will depend on date of completion of section D but some indication is required* | *If possible please ALSO provide estimate for possible additional fees required to review consultation responses received to date.*  |
| *01/09/2017* | *Cat B - £3,045* | *Approximately 4 weeks from instruction* | *Additional fees may be required for** *site attendance*
* *reviewing revised/resubmitted documentation*
* *reviewing third part consultation comment*
* *attending DCC*
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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.

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. [↑](#footnote-ref-1)