

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2017/3849/P	Site Address:	39 Hollycroft Avenue
Case officer contact details:	Ben.farrant@camden.gov.uk	Date of audit request:	07/11/2017
Statutory consultation end date:		28/11/2017	
Reason for Audit:	Planning application / Basement Extension		
Proposal description:			
Excavation and extension of existing basement including formation of front lightwell			
Relevant planning background			
2010/2059/P - Enlargement of existing basement to front elevation of existing house (Class C3) – Granted 14/06/2010			
2010/1962/P - Erection of a garden structure in the rear garden to dwelling house (Class C3) – Granted 29/06/2010			
2011/6243/P - Erection of two storey glazed rear extension at lower ground and ground floor levels in connection with existing dwellinghouse (Class C3) – Granted 05/03/2012			
2015/3356/P - Alteration of window openings to the rear elevation – Granted 10/09/2015			
2017/5822/P - Alterations to scale and design of window openings to rear upper and lower ground floors approved under planning permission 2015/3356/P dated 10/09/2015 – Granted 31/10/2017			
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 – Claygate Beds + Bagshot Beds
Does the application require determination by Development Control Committee in accordance fall the Terms of Reference	No	
No/Does the scope of the submitted BIA extend beyond the screening stage?	Yes	

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	Main BIA – Section 3.7
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	Main BIA – Section 3.1
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	Planning drawings, design and access statement
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	Main BIA – Section 3.5
5	Plans and sections to show foundation details of adjacent structures.	Yes	Ground Movement assessment – Appendix B
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	Ground Movement assessment – Appendix B
7	Programme for enabling works, construction and restoration.	Yes	Appro. - February 2018 - October 2018
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	Main BIA – Section 3.9
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	Main BIA – Section 4.1

10	Identification of significant adverse impacts.	Yes	Main BIA – Section 7.1
11	Evidence of consultation with neighbours.	Yes	Public consultation ends 28.11.2017 Party wall agreement - in progress
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 	Yes	BIA Appendix A and Desk Study (Separate report)
13	Ground Movement Assessment (GMA).	Yes	BIA – Appendix B
14	Plans, drawings, reports to show extent of affected area.	Yes	Planning drawings, design and access statement
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Yes	Main BIA – Section 7.2 & 7.3
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	Structural Engineer' design incl. drawings, sequence of construction and temporary works.
17	Proposals for monitoring during construction.	Yes	New basement method statement
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	BIA – Appendix B – Ground Movement Assessment

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	Main BIA – Section 7.2
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	Main BIA – Section 7.2
21	Identification of areas that require further investigation.	Yes	Main BIA – Section 7.3
22	Non-technical summary for each stage of BIA.	Yes	Main BIA – Sections 3.9, 4.2, 5.5, 6.9 & 7.4
Additional BIA components (added during Audit)			
Item provided	Yes/No/NA²		Comment

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)

Date	Fee Categorisation (A/B/C) and costs (£ ex VAT)	Date estimate for initial report	Commentary (including timescales for completion of Initial Report)
<i>Date</i>	<i>Category and cost -</i>	<i>This will depend on date of completion of section D but some indication is required</i>	<i>If possible please ALSO provide estimate for possible additional fees required to review consultation responses received to date.</i>
17/11/2017	Cat B - £3045	Approximately 4 weeks from instruction	<p>Additional fees may be required for</p> <ul style="list-style-type: none"> • site attendance • reviewing revised/resubmitted documentation • reviewing third part consultation comment • attending DCC

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.