**Basement Impact Assessment AUDIT: Instruction**

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

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| **Camden Case Reference:** | 2018/4763/P | **Site Address:** | Land adj. 1 St John’s Wood Park, NW8 6QS |
| **Case officer contact details:** | Ben.farrant@camden.gov.uk | **Date of audit request:** | 15/10/2018 |
| **Statutory consultation end date:** | 09/11/2018 |
| **Reason for Audit:** | Planning permission, basement proposed |
| **Proposal description:** Redevelopment of former garage site to form 6 storey (plus basement) residential block containing 9no. units (3 x 4 bed duplexes, 3 x 3 bed flats, 3 x 2 bed flats) (Use Class C3), with associated amenity space, cycle store, plant, and waste storage |
| **Relevant planning background** 2013/6731/P - Erection of 3 storey, 5 x bedroom single dwellinghouse, including new boundary walls following demolition of 6 x existing garages on land adjacent to 1 St. John's Wood Park (Class C3) – Granted with S106 02/09/2014 |
| 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 | No |
| Does the application require determination by Planning Committee in accordance with the Terms of Reference[[1]](#footnote-1)  | 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)**

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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. | Yes. | Basement Impact Assessment. |
| 2 | Plan showing boundary of development including any land required temporarily during construction. | Yes. | Appendix K. |
| 3 | Plans, maps and or photographs to show location of basement relative to surrounding structures. | Yes. | Basement Impact Assessment and Appendix A,B,K&L. |
| 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. | Basement Impact Assessment. |
| 5 | Plans and sections to show foundation details of adjacent structures. | Yes. | Appendix B. |
| 6 | Plans and sections to show layout and dimensions of proposed basement. | Yes. | Appendix E. |
| 7 | Programme for enabling works, construction and restoration. | Yes. | Basement Impact Assessment and Appendix I. |
| 8 | Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.  | Yes. | Basement Impact Assessment and Appendix A. |
| 9 | Assessment of impact of potential risks on neighbouring properties and surface and groundwater.  | Yes. | Basement Impact Assessment and Appendix A. |
| 10 | Identification of significant adverse impacts. | Yes. | Basement Impact Assessment and Appendix A. |
| 11 | Evidence of consultation with neighbours. | No. | BIA carried out following the Camden BIA pro forma 1v0 which does not request a consultation with neighbours to be carried out. However, this is the third basement impact assessment for the site (with the previous two being granted) with a similar basement layout, thus providing ample opportunity for neighbour opinions to be voiced. |
| 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
 | Yes. | Basement Impact Assessment and Appendix A&B. |
| 13 | Ground Movement Assessment (GMA). | Yes. | Appendix G. |
| 14 | Plans, drawings, reports to show extent of affected area. | Yes. | Basement Impact Assessment and Appendix G. |
| 15 | Specific mitigation measures to reduce, avoid or offset significant adverse impacts. | Yes. | Basement Impact Assessment and Appendix H. |
| 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. | Basement Impact Assessment and Appendix I&F. |
| 17 | Proposals for monitoring during construction. | Yes. | Appendix H. |
| 18 | Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale  | Yes. | Basement Impact Assessment and Appendix G. |
| 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. | Basement Impact Assessment and Appendix G&I. |
| 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. | Basement Impact Assessment. |
| 21 | Identification of areas that require further investigation. | Yes. | Basement Impact Assessment. |
| 22 | Non-technical summary for each stage of BIA. | Yes. | Basement Impact Assessment. |
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| **Additional BIA components (added during Audit)** |  |  |
| **Item provided** | **Yes/No/NA2** |  | **Comment** |
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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)**

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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.*  |
| *15/10/2018* | *Category B - £3,045* | *Approx 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 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. [↑](#footnote-ref-1)