

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2020/4013/P	Site Address:	8 Pilgrim's Lane, London, NW3 1SL
Case officer contact details:	Charlotte Meynell	Date of audit request:	13/10/2020
Statutory consultation end date:	01/11/2020		
Reason for Audit:	Planning application / Basement Extension		
Proposal description:			
Excavation of 2 x rear side lightwells to existing basement with walk on glass rooflights above.			
Relevant planning background			
<p><u>2015/4053/P</u>: Lowering floor level of existing basement to front of property and associated internal layout changes, but with no external alterations. Formation of a new basement to the rear of the property entirely within footprint of existing building and with no external alterations – Certificate of Lawfulness (Proposed) granted 09/05/2016</p> <p><u>2012/5825/P</u>: Excavation to create new basement level at rear with ground floor rooflight, erection of a roof extension, installation of 3x rooflights to rear roofslope, and alterations to fenestration, railings and front boundary walls of dwelling house – Planning permission refused 08/04/2014; appeal withdrawn 19/10/2015</p>			
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	
	Hydrological constraints	Yes – Claygate Beds	

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

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/ NA²	Name of BIA document/appendix in which information is contained.
1	Description of proposed development.	Yes	BIA Section 2.4
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	BIA Section 2.1
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	BIA Section 9.1
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	BIA Section 3.4
5	Plans and sections to show foundation details of adjacent structures.	Yes	BIA Section 9.1
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	BIA Section 2.4
7	Programme for enabling works, construction and restoration.	TBA	
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	BIA Section 4.2
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	BIA Section 10
10	Identification of significant adverse impacts.	Yes	BIA Section 10.4
11	Evidence of consultation with neighbours.	TBA	

12	<p>Ground Investigation Report and Conceptual Site Model including</p> <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	<p>BIA Section 5</p> <p>GEA J10228A, February 2011 Listers 12.01.017, April 2012 Greig Ling TP 28/07/2014</p>
13	Ground Movement Assessment (GMA).	Yes	BIA Section 9
14	Plans, drawings, reports to show extent of affected area.	Yes	BIA Section 9.3
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Yes	BIA Section 8.1
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	BIA Section 8.4
17	Proposals for monitoring during construction.	Yes	BIA Section 7
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	BIA Section 9.4.1
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 Section 10.3 and 11
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	BIA Sections 10.1 and 10.2

	CSM), including consideration of cumulative effects.		
21	Identification of areas that require further investigation.	n/a	
22	Non-technical summary for each stage of BIA.	Yes	BIA Non-Technical Summary
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)
14/10/2020	Category B - £3045	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.