



Building

130 S. McKinley Avenue
Fort Lupton, CO 80621

Phone: 303.857.6694
Fax: 303.857.0351

buildingdept@fortluptonco.gov

CASCADE INFORMATION (CONTRACTOR)

The City of Fort Lupton is now using Cascade to process permits and contractor's licenses. You can access Cascade at <https://fortlupton.cascadesoftware.net>

Through Cascade, you will be able to track the progress of your permits, print off your permit cards & contractor's licenses, schedule inspections and view results.

REGISTRATION/LICENSING

- Register as a contractor, once you have submitted your application the building department will need to validate you as a contractor. This will not be immediate.
You will not be able to go any further until you are validated, once validated you will be able to upload your documents
- Applications and all supporting documents must be uploaded onto Cascade. To upload documents scroll to the bottom of the page. **Do not mail or email them.**
- Please make sure the contact information provided is accurate, as all notifications will be generated by Cascade.
- All licenses require a current copy of your insurance.
- Plumbing & Electrical licenses require a current copy of your state certifications.
- At the bottom of the page, you will find an invoice. You can pay online, print off and submit with a check or call into the office to make your payment.
- You will be issued a new license number.
- All licenses will expire on **December 31** of each year

SUBMITTING A PERMIT

- Choose "new building permit" please make sure ALL fields are completed. **Incomplete applications will not be accepted.**
- In the "Parcel" field – being typing your address and the parcel number will appear.
- List each contractor that is applicable, if their name does not appear in the drop down bar they are not licensed with the city. **All contractors must be licensed in order to release your permit**
- Total Construction Valuation needs to reflect the costs of labor and materials. **Do not leave this blank.**
- Once your permit has been submitted, the building department receives notification of a new permit submittal and will begin the review.

INSPECTIONS

- Inspections can be scheduled at www.procodeinc.net/inspections-request
- Inspections scheduled before 4:00 PM will be completed the following business day between 7:00am and 5:00pm.

If you have any questions, please contact the
building department at
buildingdept@fortluptonco.gov