



Webb County Fire Marshal's Office

1110 Washington St. Suite 2A

Laredo, Texas 78040

(956) 523-5911

How to obtain a Certificate of Compliance

A 'Certificate of Compliance' refers to a document issued by the County Fire Marshal, indicating that construction or substantial improvement complies with the Webb County Fire Code as of a specific date and for a specific occupancy. It's important to note that obtaining a Certificate of Compliance under this Fire Code does not grant the owner or operator authorization to operate or maintain the building in a manner that could create, cause, or allow the existence of a fire or life safety hazard. Any such condition will be subject to independent enforcement by the County Fire Marshal.

No.	Guidelines	Completed
1	If you are constructing a new building, remodeling, or opening a new business in an existing location within unincorporated areas, you will need to obtain a Building Permit.	
2	Please submit two copies of your building plans, along with the Building Permit Application, to the Fire Marshal's Office located at 1110 Washington St., Ste. 2A, for plan review. (Refer to the Building Plan Check Information Sheet for further details).	
3	Once construction or remodeling commences, ensure that the permit is prominently posted on-site as mandated by the Fire Code. An inspector may visit to verify that the facility holds a valid permit.	
4	If your facility is equipped with any type of fire alarm or suppression system, it is necessary for the installer to schedule a system inspection before your final building inspection.	
5	After completing each permit, you must submit a 'Request for Final Inspection' to the Fire Marshal's Office	
6	After you have submitted all required documentation, a Webb County Fire Inspector will contact you to arrange your inspection. Please allow up to (5) days for scheduling and conducting the inspection when determining your business opening date. Remember, it's imperative NOT to commence business operations without obtaining a Certificate of Compliance.	
7	The inspector will need the final approved revised as-built drawings for the facility, as well as documentation for any installed fire protection systems, available on-site.	
8	If you have any questions, please feel free to contact the Webb County Fire Marshal's Office at (956) 523-5911, or visit our office located at 1110 Washington St.	