

**CITY OF WALNUT CREEK  
SUMMARY OF SIGN REGULATIONS  
AS THEY RELATE TO POLITICAL SIGNS  
Municipal Code Title 10, Chapter 8**

***DEFINITION:***

The sign ordinance considers a political sign as a temporary non-commercial sign and as such, is regulated by Section 10-8.108 of the Walnut Creek Municipal Code. A summary of the regulations is stated below.

In general, the City does not require design review approval or a building permit for political signs. The size, shape, color, and design are not regulated. The location and length of time of display are regulated.

***PLACEMENT:***

1. Political signs may be displayed on any *privately* owned or maintained lot or parcel of land.
2. Permission of the property owner *IS* required.
3. Signs shall *NOT* be placed in such a manner as to obstruct or interfere with traffic or endanger the health or safety of people or endanger property.
4. Signs shall *NOT* be attached to any utility pole, fence, building, structure, object, tree or other vegetation located upon or within any *public* right-of-way or *publicly* owned or maintained land.

***LENGTH OF DISPLAY:***

1. Signs shall not be erected earlier than ninety (90) days before the election to which they relate.
2. Signs shall be removed within seven (7) days after the election to which they relate.

***REMOVAL BY THE CITY:***

1. Code Enforcement is authorized to remove political signs from public property.
2. Signs removed by City employees shall be taken to the City's Corporation Yard. The City shall immediately attempt to notify the owner of the sign, if such information can be ascertained, to inform the owner of the procedures for retrieving the sign.

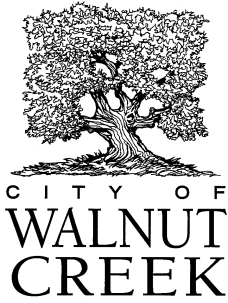
*(over)*

***RETRIEVAL OF SIGNS:***

1. Any person desiring to retrieve a sign removed by the City may do so upon the payment of an administrative fine of **ninety (\$92.50)** dollars for each sign as per the City's Fees and Charges schedule.
2. If a person wishes to contest the fact that a sign was placed in violation of this Section prior to paying the fine, he or she shall have the right to an administrative hearing before the Zoning Administrator. If the Zoning Administrator finds that the sign was lawfully posted, he or she shall return the sign without an administrative penalty or the issuance of a citation.

***DESTRUCTION OF SIGNS:***

1. Any temporary sign removed by the City may be considered abandoned if it is not retrieved within fifteen (15) days after the date of such removal, and may be disposed of by the City without liability.



## CLARIFICATION OF SIGNAGE PROCESS AS IT RELATES TO POLITICAL SIGNS

The sign ordinance considers a political sign as a temporary non-commercial sign and as such, is regulated by Section 10-8.108 of the Walnut Creek Municipal Code.

### ***ROLES:***

The **City Clerk** is the Elections Official for the City of Walnut Creek and as such, oversees the election process. The City Clerk will make available to all candidates or campaign committees the Walnut Creek Municipal Code section on temporary signage and will provide information to candidates and committees on process, regulations and deadlines.

**Code Enforcement** officers are responsible for signage violation enforcement with regard to placement and timing.

### ***SIGN COMPLAINT PROCESS:***

All political sign complaints are processed through the City Clerk’s office. When the City Clerk’s office receives a complaint regarding a possible political sign violation, the City Clerk’s office will contact Code Enforcement and advise them of the complaint. Code Enforcement will then review the issue and take the appropriate action.

In addition, if a Code Enforcement Officer views a political sign in violation of the Walnut Creek Municipal Code, the Code Enforcement Officer may take immediate action regarding the violation without having to first inform the City Clerk’s office.

Each time a candidate’s sign is removed for a violation, Code Enforcement will notify the City Clerk’s office of the location where the sign was found. The City Clerk will then notify the candidate of the sign removal and the method for its retrieval.

Below are examples of legal and illegal signage placement:

	<b>LEGAL</b>	<b>ILLEGAL</b>
Home Window*	<b>X</b>	
Storefront Windows*	<b>X</b>	
Roundabout at Walnut and Oak Grove Drive		<b>X</b>
City Open Space or Parks		<b>X</b>
School Property		<b>X</b>
City Facilities – Library, Leshner Center, etc.		<b>X</b>
Broadway Extension (between Newell & Rudgear)		<b>X</b>

\*with permission from property owner