



***City of Walnut Creek***  
***Development Review Services***  
1666 N. Main Street, Walnut Creek, CA 94596  
(925) 943-5834 phone (925) 256-3500 fax

*Issued December 21, 2007*  
*Revised June 24, 2009*

*Policy Bulletin No. PB-002*

**Signs/Banners Hanging Inside of Garage Bay Doors at Gasoline Service Stations  
and Automotive Repair Garages**

**Background:** Section 10-8.104(2)(b) of the Sign Regulations allows window signs to occupy up to 15% of the total ground floor window area on a building frontage. Section 10-8.102(39) of the Sign Regulations defines window signs as “a sign attached to, suspended behind, placed or painted upon, the window or glass door of a building which is intended for viewing from the exterior of such building.” The Sign Regulations do not specifically address signs that are hung inside of open garage bay doors.

**Action:** Signs and banners hung on the inside of open garage bay doors will be treated as window signs, so long as they are hung on the inside of the door frame so that they will be located inside of the building when the doors are closed. Because garage bay doors are generally not kept open all day and all night, the sign area will not be included in the total “window area on a building frontage” as specified in Section 10-8.104(2)(b) of the Sign Regulations; rather, these signs will each be calculated on an individual basis (i.e. signs and banners hung on the inside of the doors may only occupy 15% of the total area of the doorway itself).