



CITY OF HALLETTSVILLE

NOTICE OF MEETING

CITY OF HALLETTSVILLE
BOARD OF ADJUSTMENTS
MONDAY, AUGUST 3, 2026 6:00 P.M.
COUNCIL CHAMBERS, CITY HALL
101 NORTH MAIN STREET
HALLETTSVILLE, TEXAS 77964

AGENDA

- 1) Pledge of Allegiance
- 2) Call to Order and Announcement of Quorum
- 3) Public Comment Period
- 4) Discuss and consider any action on the appointment of a Chairperson for the Board of Adjustments.
- 5) Discuss and consider approving the meeting minutes from the meeting held on May 11, 2026.
- 6) Public Hearing, discussion and consider of any action on a variance request for a porch on a recreational vehicle in the Hallettsville MH & RV Park located at 1005 N Texana, Hallettsville Tx 77964.
- 7) Announcements
- 8) Adjournment

PUBLIC NOTICE IS GIVEN THAT IN ADDITION TO ANY EXECUTIVE SESSION LISTED ABOVE, THE PLANNING AND ZONING COMMISSION RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE SECTIONS 551.071 - 551.088 TO DISCUSS ANY OF THE MATTERS LISTED ABOVE.

PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED AUXILIARY AIDS OR SERVICE SUCH AS INTERPRETERS FOR PERSONS WHO ARE DEAF OR HEARING IMPAIRED, READERS, LARGE PRINT OR BRAILLE, ARE REQUESTED TO CONTACT GRACE WARD AT (361) 798-3681 TWENTY-FOUR (24) HOURS PRIOR TO THE MEETING SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.

Posted by:

Grace Ward, City Administrator/Secretary

Posted on July 28, 2026 at 5:00 P.M.

**INFORMATION FOR THE
MONDAY, AUGUST 3, 2026
BOARD OF ADJUSTMENTS MEETING**

- 4) Discuss and consider any action on the appointment of a Chairperson for the Board of Adjustments.
The chairperson will preside over the meeting and will be a voting member.
- 5) Discuss and consider any action on a variance request for a porch on a recreational vehicle in the Hallettsville MH & RV Park located at 1005 N Texana, Hallettsville Tx 77964.
Included in your packet is a copy of the variance request, and documents from the staff.

BOARD OF ADJUSTMENTS MEETING 6:00 PM MONDAY MAY 11, 2026
CITY COUNCIL CHAMBERS 101 N. MAIN ST.
HALLETTSVILLE, TX 77964

MEMBERS PRESENT: Audrey Barrera, Chastity Carter, Billy Barrera

MEMBERS ABSENT: Dean Madden, Trent Skelton

ALT. MEMBERS PRESENT: Alice Jo Summers

ALT. MEMBERS ABSENT: None

STAFF PRESENT: City Administrator/Secretary Grace Ward, Director of
Administrative Services Tammy Bell

GUEST PRESENT: Wilma Stary, Margie Baty

Audrey Barrera called the meeting to order at 6:01 PM

AGENDA ITEM 2) Public Comment Period
DISCUSSION: None

AGENDA ITEM 3) Discuss and consider any action on a variance request for a porch on a recreational vehicle in spot #11 of the Outback RV Campground located at 1641 N Texana, Hallettsville Tx 77964.

DISCUSSION: Ward gave Staff Report. Margie Baty addressed the board with her request to keep the porch. Wilma Stary addressed the board with her support in the structure staying as the park owner.

MOTION: Board Member Alice Jo Summers motioned for the conditional approvement of the variance of Code 3.206.c.5 allowing a porch on the current existing RV in spot #11 of the Outback RV Campground located at 1641 N Texana, Hallettsville, TX 77964, for Ms. Marjorie Baty with the following condition: Porch passes a building inspection within 30 days at the expense of the RV or RV Park owner, in accordance with Section 3.100 Technical Construction Codes & Standards. Board Member Billy Barrera seconded the motion.

Audrey Barrera called for a vote.

Audrey Barrera	AYE
Chastity Carter	AYE
Billy Barrera	AYE
Alice Jo Summers	AYE

AGENDA ITEM 4) Discuss and consider any action on a variance request for a ramp on a recreational vehicle in spot #16 of the Outback RV Campground located at 1641 N Texana, Hallettsville Tx 77964.

DISCUSSION: Ward gave Staff Report. Wilma Stary addressed the board with her support in the structure staying as the park owner.

MOTION: Board Member Alice Jo Summers motioned for the conditional approvement of the variance of Code 3.206.c.5 allowing a ramp on the current existing RV in spot #16 of the Outback RV Campground located at 1641 N Texana, Hallettsville, TX 77964, for Ms. Rhonda Olin with the following conditions: Ramp passes a building inspection within 30 days at the expense of the RV or RV Park owner, in accordance with Section 3.100 Technical Construction Codes & Standards, and Any RV allowed to move into spot #15 will meet required setback in accordance with Section 3.206.c.2 between Spot #15 and #16, as well as, #15 and #14. Board Member Chastity Carter seconded the motion.

Audrey Barrera called for a vote.

Audrey Barrera AYE

Chastity Carter AYE

Billy Barrera AYE

Alice Jo Summers AYE

AGENDA ITEM 5) Announcements

DISCUSSION: None

AGENDA ITEM 6): Adjournment

DISCUSSION: None

MOTION: Board Member Summers motioned to adjourn the meeting. Board Member Carter seconded the motion.

Audrey Barrera called for a vote.

AYE 4

NAY 0

There being no other business, Audrey Barrera adjourned the meeting at 6:24 P.M.

Board Member
Audrey Barrera

City Secretary
Grace Ward



CITY OF HALLETTSVILLE
CITY OF HOSPITALITY

101 N. MAIN
HALLETTSVILLE, TEXAS 77964-2727
(361) 798-3681 FAX (361) 798-5952
www.cityofhallettsville.org

VARIANCE REQUEST FORM

Applicant Information

Application Date: 6-4-26
Name of Applicant: John H. Martisek
Mailing Address: P.O. Box 273, Hallettsville, TX 77964
Phone / Email: 361-772-3475 / jmartisek@aol.com
Name of Property Owner (if different): SAME
Owner Mailing Address / Phone / Email: SAME

Property Information

Site Address: 1005 N. Texana, Hallettsville, TX 77964
Lavaca County Appraisal District / Parcel ID: 3933

If in 100-year floodplain, attach flood certificate: ☐ Attached ☒ Not applicable.

Is this request being submitted for a proposed or an existing condition:

☐ Proposed ☒ Existing see Permit Number N/A

Nature of the VARIANCE REQUEST (be specific)

Ordinance provision(s) from which relief is requested:

Owner incorrectly thought building permit was not required since improvement was less than 400 bucks. (Actual cost \$380.)

Specific relief requested (exact wording of proposed change):

Owner request that deck be allowed to remain to provide safe access for tenant.

Explain why strict compliance causes an exceptional hardship:

Hardship exist for tenant because incline on property is causing tenant to struggle with groceries, and easy entrance/exit from unit.

Explain how the variance is necessary and how it will not impair public health or safety:

The deck is on the west side of unit. No roadways are blocked. Ample area for steps. In the event of an emergency, the police, sheriff, DPS, EMS or fire department would have quick, easy access to the unit. Otherwise, the emergency call could cause harm & delay in getting in the unit. Thank you kindly for considering this variance. In the long run, this improvement will make the park safer for tenant, city and emergency units. (j)



CITY OF HALLETTSVILLE

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REQUIRED DOCUMENTATION (must accompany this application)

1. ☒ Detailed site plan — MUST show property boundaries, unit locations, pads, setbacks, internal roads, utilities, common facilities, etc.
2. ☒ Proof of ownership (or signed acknowledgement letter from owner). *(tax statement from LCAD)*
3. ☒ Letter of Intent describing the requested variance. *(Variance request form) See bottom*
4. ☒ Photos showing existing conditions (recommended). *(3 pictures)*

PUBLIC NOTICE / SCHEDULING / PROCESS

- Variances are considered by the Board of Adjustment under Ch. 12.500 (Administration & Procedures).
- The ordinance requires written notice mailed to each owner of real property within 200 feet (per tax roll) at least 11 days prior to the public hearing before the Board of Adjustment.
- Submittal: An application for a variance must be submitted to the City Administrator or their designee for completeness review; the City will forward a recommendation to the Board of Adjustment.

APPLICANT ATTESTATION

I certify that the information and documents submitted with this application are true and correct to the best of my knowledge. I understand that approval of a variance does not exempt me from obtaining any required permits or from complying with other applicable laws, codes, or regulations.

Applicant Signature: John H. Martisek Date: 6-4-26

Printed Name: John H. Martisek

STAFF / BOARD USE ONLY

Date application received: 6/4/26

Staff reviewer: Grace Ward Date: 6/5/26

Staff Content Verification: ☒ Approve ☐ Deny — Comments:

All Required Docs included

Board of Adjustment hearing date: 8/3/2026

Board action: ☐ Approved ☐ Approved w/ Conditions ☐ Denied — Conditions / Comments:

CH₃COOH 1.00 g
H₂O 1.00 g
H₂SO₄ 1.00 g

1 2 3 4 5 6 7 8 9 10 11 12

JOHN H. MARLIER

Lavaca CAD Property Search



Property ID: 3933 For Year 2026

Property Details

Account		
Property ID:	3933	Geographic ID: <u>1426260</u> (tel:1426260)
Type:	R	Zoning: PCT1
Location		
Situs Address:	1005 N TEXANA TX	
Map ID:	00355-H08-0000-02800	Mapsco:
Legal Description:	ABS 355 LUKE J PRESNAL, ACRES 2.3980	
Abstract/Subdivision:	ABS 355	
Neighborhood:		
Owner ?		
Owner ID:	578760	
Name:	MARTISEK JOHN H & JULIE S	
Agent:		
Mailing Address:	P O BOX 1570 BEEVILLE, TX 78104-1570	
% Ownership:	100.0%	
Exemptions:	For privacy reasons not all exemptions are shown online.	

Property Values

Improvement Homesite Value:	\$0 (+)
Improvement Non-Homesite Value:	\$37,589 (+)
Land Homesite Value:	\$0 (+)
Land Non-Homesite Value:	\$147,076 (+)
Agricultural Market Valuation:	\$0 (+)

Market Value:	\$184,665 (=)
Agricultural Value Loss:Ⓣ	\$0 (-)
Appraised Value:Ⓣ	\$184,665 (=)
HS Cap Loss: Ⓣ	\$0 (-)
Circuit Breaker: Ⓣ	\$0 (-)
Assessed Value:	\$184,665
Ag Use Value:	\$0

VALUES DISPLAYED ARE PRELIMINARY FOR 2026 AND ARE SUBJECT TO CHANGE PRIOR TO CERTIFICATION.

Information provided for research purposes only. Legal descriptions and acreage amounts are for Appraisal District use only and should be verified prior to using for legal purpose and or documents. Please contact the Appraisal District to verify all information for accuracy.

Property Improvement - Building

Description: 25 HOOKUPS **Type:** MISC IMPRV **Living Area:** 0 sqft **Value:** \$27,500

Description: PRE-FAB BLDG 12 X 30 **Type:** MISC IMPRV **Living Area:** 0 sqft
Value: \$4,536

Type	Description	Class CD	Effective Year Built	Year Built	SQFT	Assessed Value
PFB	PREFABRICATED FRAME BUILDING	*	2009	0	360	\$3,780
PC	PATIO COVER	*	2009	2009	180	\$756

Description: PRE-FAB BLDG 10X16 MUB 12X24 **Type:** MISC IMPRV **Living Area:** 0 sqft **Value:** \$5,553

Type	Description	Class CD	Effective Year Built	Year Built	SQFT	Assessed Value
PFB	PREFABRICATED	*	2015	0	160	\$1,800

④

John H. Martiset
1005 N. Texana #24





1002 N. 1st St.
St. Paul, Minn.



John H. Martisek
1005 N. Texana #26

10/10/1911
10/10/1911

John H. Martisk
1005 N. Texana, #26



1002 W. Texas, #2
John H. Martine



CITY OF HALLETTSVILLE BOARD OF ADJUSTMENTS STAFF REPORT

MEETING DATE: August 3, 2026
AGENDA ITEM NO.: 6
PREPARED BY: Grace Ward

AGENDA ITEM DESCRIPTION:

Public Hearing, discussion and consider of any action on a variance request for a porch on a recreational vehicle in the Hallettsville MH & RV Park located at 1005 N Texana, Hallettsville Tx 77964.

ITEM SUMMARY:

The City of Hallettsville received an application for a variance request on June 4, 2026. All documentation provided to the City is included in your packet. Notices were sent to all property owners within 200 feet on July 7, 2026.

Section 3.206c5 states that:

“The individual sites within a recreational vehicle park are not allowed to have any structural addition to the site including awnings, cabanas, carports, garages, porches, storage cabinets, storage sheds, or similar appurtenant structures that are not part of the recreational vehicle.”

This porch was existing on lot 26 of the Hallettsville MH & RV Park, according to the map on file. The City was not contacted in any manner prior to its construction. It was constructed between July 1, 2025 and May 27, 2026. The porch was removed prior to July 1, 2026, to comply with regulations for RV Park license renewal. Owner is requesting this variance to put the porch back into this same location.

ANALYSIS:

Building a porch on an RV site within an RV Park is in violation of Section 3.206c5 of the City Code. This code does not prohibit a porch/ramp that is a part of the RV from being attached to the RV, the ones that are made for RV's specifically.

This is a picture of the site itself off of Google Earth so location and interior street are visible.

**POSSIBLE MOTIONS:**

The following are possible motions that can be made on this item:

- Motion to approve the requested variance of Code 3.206.c.5 allowing a porch on an RV in space #26 of the Hallettsville MH & RV Park located at 1005 N Texana, Hallettsville, TX 77964.
- Motion to approve the requested variance of Code 3.206.c.5 allowing a porch on an RV in space #26 of the Hallettsville MH & RV Park located at 1005 N Texana, Hallettsville, TX 77964, with the following conditions:
 - *List all conditions. Conditions should be based on code.*
- Motion to deny the requested variance of Code 3.206.c.5 allowing a porch on an RV in space #26 of the Hallettsville MH & RV Park located at 1005 N Texana, Hallettsville, TX 77964.

ATTACHMENTS:

Copy of Section 3.206 Improvement and Occupancy Standards

Copy of Section 12.505 P&Z – Administration Procedures - Variances

Checklist created from section 12.505

Article 3.200 Manufactured Homes and Recreational Vehicles
§ 3.206 Improvement and Occupancy Standards.

(c) Occupancy Standards for Recreational Vehicle Park.

The following requirements or standards shall apply to the occupancy of a recreational vehicle park.

(1) Recreational vehicles shall be located at least ten feet (10') from any property line of the park. Provided, however, that at any intersection of public streets bounding a park, no recreational vehicle or permanent structure of any kind shall be located within a triangle formed by a diagonal line connection points on the two street property lines measured twenty-five feet (25') along the property lines of each of the public streets from the street corner intersection.

(2) There shall be a minimum of fifteen feet (15') of space between the body of the recreational vehicle units, in all directions, and any permanent buildings.

(3) Recreational vehicles shall be set at least five feet (5') from any park, interior street or guest parking areas.

(4) Manufactured homes shall not be allowed in a recreational vehicle park or on a site, space or stall designated for a recreational vehicle.

(5) The individual sites within a recreational vehicle park are not allowed to have any structural addition to the site including awnings, cabanas, carports, garages, porches, storage cabinets, storage sheds, or similar appurtenant structures that are not part of the recreational vehicle.

(6) No furniture or appliances that are not specifically designed for outdoor use shall be allowed outside of the recreational vehicle.

(7) Recreational vehicle sites located in a flood zone shall comply with article 3.500.

§ 12.505. Variances.

(a) Applicability.

- (1) The board of adjustment (BOA) shall have the ability to authorize, in specific cases, a variance from the zoning regulations of this chapter if the variance is not contrary to the public interest and, due to special conditions, a literal enforcement of this chapter would result in unnecessary hardship, so that the spirit of this chapter is observed and substantial justice is done. A variance shall not be granted to relieve a self-created or personal hardship, nor shall it be based solely on economic gain or loss, nor shall it permit any person a privilege in developing a parcel of land not permitted by this chapter to other parcels of land in the district.

(b) Application Requirements. Application required. Any request for a variance shall be accompanied by an application prepared in accordance with the city requirements.

(c) Processing of Application and Decision.

- (1) Submittal. An application for a variance shall be submitted to the city administrator or his/her designee. The city administrator or his/her designee shall review the application for completeness. The city administrator or his/her designee may, at its option, request a recommendation from any other city department or consultant. The city administrator or his/her designee shall notify the applicant of items requiring correction or attention before providing a recommendation on the application. After appropriate review, the city administrator or his/her designee shall forward a written recommendation to the board of adjustment.
- (2) Notification Requirements. An application for a variance requires the following public hearing notification:
 - (A) Written notice mailed to each owner of real property within 200 feet, as indicated by the most recently approved municipal tax roll, at least 11 days prior to the public hearing and consideration by the board of adjustment.
 - (B) Public hearing notices shall include the date, time, place, and topic of the public hearing.
- (3) Decision by the Board of Adjustment.
 - (A) The BOA shall receive the recommendation of the city administrator or his/her designee and shall hold a public hearing. The board may vote to approve, approve with conditions, or deny the variance.
 - (B) The board may, on its own motion or by request of the property owner, postpone consideration of the variance to a certain date that is not more than 30 calendar days after the date of the current consideration in order to review additional information or modifications which may have a direct bearing on the final decision.
 - (C) Approval of a variance request shall require the concurring vote of 75 percent of the members of the board.

- (D) The approval shall be effective for a period of 180 days after the date of such approval. If no development application or building permit is submitted within that time, the variance shall become null and void.
 - (E) The disapproval of a variance shall require compliance by the applicant, if applicable, within 15 days after the date of disapproval and upon written notification by the city administrator or his/her designee.
- (d) Criteria for Approval. In order to make a finding of hardship and grant a variance from the zoning regulations of this chapter, the board must determine the following:
- (1) There are special circumstances or conditions (including restricted area, topography or physical features) affecting the land involved, and are not applicable to other parcels of land in the same zoning district, such that the application of the zoning ordinance's provisions would deprive the applicant of the reasonable use of his/her land.
 - (2) The variance, if granted, would be the minimum necessary relief required to alleviate the undue hardship.
 - (3) The variance is necessary for the preservation and enjoyment of a substantial property right of the applicant.
 - (4) The granting of the variance will not be detrimental to the public health, safety or welfare, or impair the purposes and intent of this zoning ordinance and the comprehensive plan or be injurious to other property within the area.
 - (5) The granting of the zoning variance will not have the effect of preventing the orderly use of other land within the area in accordance with the provisions of this zoning ordinance.
 - (6) Finding That an Undue Hardship Exists. In determining if a hardship exists, the board of adjustment shall use the following criteria:
 - (A) That literal enforcement of the ordinance will create an undue hardship or practical difficulty in the development of the affected property; and
 - (B) That the situation causing the hardship or difficulty is neither self-imposed nor generally affecting all or most properties in the same zoning district; and
 - (C) That the relief sought will not injure the permitted use of adjacent conforming property; and
 - (D) That the granting of a variance will be in harmony with the spirit and purpose of this chapter.
 - (E) Financial hardship alone is not an "undue hardship" if the property can be used, meeting the requirements of the zoning district in which the property is located.
- (e) Finding of Undue Hardship as Applied to a Structure. In considering a variance as applied to a structure, the board of adjustment may consider the following as grounds to

determine whether an unnecessary hardship would result from compliance with the ordinance:

- (1) The financial cost of compliance is greater than 50 percent of the appraised value of the structure as shown on the most recent appraisal roll certified to the assessor for the municipality under V.T.C.A., Tax Code, § 26.01;
 - (2) Compliance would result in a loss to the lot on which the structure is located of at least 25 percent of the area on which development may physically occur;
 - (3) Compliance would result in the structure not being in compliance with a requirement of a municipal ordinance, building code, or other requirement;
 - (4) Compliance would result in the unreasonable encroachment on an adjacent property or easement; or
 - (5) The city considers the structure to be a nonconforming structure.
- (f) Finding of Fact. The board shall complete a finding of fact for the variance request to support its conclusion for each variance presented to it.
- (g) Court Appeal. Any person or persons, jointly or severally, aggrieved by any decision of the board of adjustment or any taxpayer, or any officer, department, board, or bureau of the city may present to a court of record as provided by law a petition, duly verified setting forth that such decision is illegal, in whole or in part, specifying the grounds of the illegality. Such petition shall be presented to the court within ten days after the filing of the decision in the office of the board.
- (Ordinance 636-23 adopted 4/17/2023)

Board of Adjustments

Variance - Criteria for Approval

Yes	No	
☐	☐	There are special circumstances or conditions (including restricted area, topography or physical features) affecting the land involved, and are not applicable to other parcels of land in the same zoning district, such that the application of the zoning ordinance's provisions would deprive the applicant of the reasonable use of his/her land.
☐	☐	The variance, if granted, would be the minimum necessary relief required to alleviate the undue hardship.
☐	☐	The variance is necessary for the preservation and enjoyment of a substantial property right of the applicant.
☐	☐	The granting of the variance will not be detrimental to the public health, safety or welfare, or impair the purposes and intent of this zoning ordinance and the comprehensive plan or be injurious to other property within the area.
☐	☐	The granting of the zoning variance will not have the effect of preventing the orderly use of other land within the area in accordance with the provisions of this zoning ordinance.
☐	☐	Finding That an Undue Hardship Exists. In determining if a hardship exists, the board of adjustment shall use the following criteria:
☐	☐	That literal enforcement of the ordinance will create an undue hardship or practical difficulty in the development of the affected property; and
☐	☐	That the situation causing the hardship or difficulty is neither self-imposed nor generally affecting all or most properties in the same zoning district; and
☐	☐	That the relief sought will not injure the permitted use of adjacent conforming property; and
☐	☐	That the granting of a variance will be in harmony with the spirit and purpose of this chapter.