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## Process of Acquiring Land Site

### In the Sells Community

1. Pick up a Land Site form from the Sells District Office or from a Sells Community Representative. Individual names on application shall be registered voter for Sells Community and have filed Land Request with Sells Community Land Committee.
2. Identify physical home site location and mark home site area. Record measurements of home site and all existing home sites on a map, a hand drawn map is acceptable. Please indicate directions North, South, East and West. A Land Committee representative who is knowledgeable may assist with the measurements for the home site, providing the requester is present during measurements. (Ref Sells Community Land Policy Article V 2.)
  - a. All home sites must have archaeological and environmental clearance prior to submitting to the Land Committee for approval. Call the office listed below for assistance.
    - Cultural Affairs Office (520) 383-6322
    - Natural Resources Office (520) 383-1511
  - b. All pre-existing home sites needing official documents, and if research finds there is no such documents filed shall be approved following the Sells Community Policy for land site allowance All Pre-existing home sites will be exempt from 2(a) and number three (This Excludes any "Grandfathered Lots" at this time)
3. Notify and obtain signatures from nearby residents/Home Assignees or immediate family members living within 300 feet from the edge of the fence/corner post marker regarding pending home site acquisition. Mark the land. Signature or letter by a family member indicates notification. All concerned individuals should attend a land committee meeting to voice their approval or disapproval of the home site.
4. The Home site application shall be turned into the Sells District office with attention to the Sells Community Land Committee. The Individual requesting for the land site must attend a Land Committee meeting for review and any further recommendations.
5. The Sells Community Land Committee shall discuss and at its discretion approve or deny the application for land site. Each home site will be dealt with on a case by case basis. Precedence shall not be applied.
6. After approval, individual must promptly begin occupation of land site, if the land is not developed nor occupied within a year the resolution shall automatically rescind from the date of passage where after review and approval by the Committee will be reclaimed and reassigned.

## Sells Community Home Site Form

\_\_\_\_\_  
Legal Name of Individual Requesting Home Site

Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Enrollment Number: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Have you submitted an application with the Tohono O'odham Housing Authority? \_\_\_\_\_ If so, when?

\_\_\_\_\_  
Brief description of location or land site interest?

\_\_\_\_\_  
\_\_\_\_\_

Intended use of the land site? (Include Structures)

\_\_\_\_\_

The Following nearby home site assignees have been notified of the proposed home site:

Print Name:	Signature

### Committee Meeting – Official Use Only

Date of Meeting: (Sign in Sheet attached): \_\_\_\_\_

Comments from Community members in attendance at the meeting:

\_\_\_\_\_  
\_\_\_\_\_

At the Committee Meeting and with a quorum present the Committee voted to:

\_\_\_\_\_ Recommend Approval

\_\_\_\_\_ for New Assignment

\_\_\_\_\_ Recommend Disapproval

\_\_\_\_\_ Reassignment of Land Site

**Sells Community Land Committee Chairperson:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Resolution No. \_\_\_\_\_

In the space provided below, draw or attach a map indicating measurements where the home site will be.

*(NOTE: TOUA reserves the right to work on utility issues. If there is a fence or structure, they are allowed to clear the area without the homeowners consent and will not be their responsibility to replace or rebuild structures. The rebuilding of the structure shall be the responsibility of the land site assignee unless otherwise arranged)*



Recorder of measurements:

\_\_\_\_\_ Print Name

\_\_\_\_\_ (Signature)

Date: \_\_\_\_\_

