



Request for Letters of Interest

NOVEMBER 20, 2025



Acquisition and Renovation
15 E. High Street
Manheim Borough
Parcel Number: 400-29869-0-0000

Lancaster County Land Bank Authority
28 Penn Square, Suite 200
Lancaster, PA 17603-4297
Phone: (717) 394-0793

LANCASTER COUNTY LAND BANK AUTHORITY

RFLOI – 15 E. High Street, Manheim PA

INTRODUCTION

The Lancaster County Land Bank Authority seeks to understand interest amongst qualified developers or contractors (Applicant) to acquire and rehabilitate a blighted property at 15 E. High Street in Manheim Borough (Property).

Note: This document seeks only to understand the extent to which developers may be interested in taking on this project in order to determine whether a formal Request for Proposals should be released in the future.

Letters of interest must be submitted by **December 18, 2025**.

BACKGROUND

The Lancaster County Land Bank Authority (Land Bank), established in 2016, has provided a strategic tool to combat blight and return vacant, abandoned, and tax-delinquent properties to productive use. The Authority operates under the umbrella of the Lancaster County Housing and Redevelopment Authority. The Land Bank continues to serve as a vital mechanism for stabilizing communities, encouraging redevelopment, and supporting housing and economic revitalization efforts throughout Lancaster County with notable projects completed in Columbia Borough, Manheim Borough, and Denver Borough, to name a few.

PROPERTY INFORMATION

The property, located at 15 East High Street, Manheim, was built in 1951. It is located within the Central Business District (CBD) Zone of Manheim Borough. An excerpt from Manheim Borough's Zoning Ordinance, outlining allowable uses in this district, has been included as Attachment 1.

The property is a three-story structure, containing an elevator with access to all three floors, with approximately 15,306 square feet of space. The first floor contains a large open multi-purpose space fronting a stage, along with restrooms and multiple small rooms currently used for storage. The second floor consists of multiple office spaces varying in size, with ADA and non-ADA restrooms. The third floor contains several office spaces, a large open space currently used as a library, and two conference or assembly rooms. Details and existing floor plans of the building have been included as Attachment 2.

SCOPE OF WORK

Interested parties should provide a description to show the intended program and plans. The Land Bank does not require a specific end use but will favor commercial use proposals. Proposals should include a narrative outlining detailed end use plans.

REQUIREMENTS

Letter of Interest

The Land Bank requires all applicants to submit a Letter of Interest with these elements:

- a. Developer experience & qualifications
- b. Proposed plan for the site
- c. Explain how the project will benefit the community
- d. Financial capacity for the development of the site
- e. Timeline
- f. Examples of comparable past projects

Preferred Property Use

Manheim Borough has a strong preference for full commercial use. Proposals that do not include one or more commercial uses as part of the project will not be considered.

SUBMISSION PROCESS

Letters of interest must be submitted to the Redevelopment Authority by **December 18, 2025 by 4:00pm.**

Applicants must submit **one (1) electronic copy** to: mmaldonado@lchra.com.

Please reach out if you have any questions using the contact information below.

Attention: Marisol Maldonado
Lancaster County Redevelopment Authority
28 Penn Square, Suite 200
Lancaster, PA 17603-4297
Email: mmaldonado@lchra.com

EVALUATION OF PROPOSALS

As indicated previously, the Land Bank does not intend to award this project to an applicant as part of this Letter of Interest period. However, the submission of Letters of Interest for projects of appropriate scope to the specifications outlined in this Request for Letters of Interest will strongly inform the possibility of a formal Request for Proposals being released in the future.

ATTACHMENT 1

Central Business District (CBD) 15 East High Street, Manheim PA

The property at 15 East High Street lies in the CBD, which permits a mix of commercial, office, residential, and service uses at pedestrian scale, with no minimum lot size, limited height and setback standards, and no off-street parking requirement for non-residential uses. The following excerpt applies.

Manheim Borough Zoning Ordinance § 220-18 CBD

Purpose. The purpose of this zone is to provide basic convenience commercial goods and services to local residents who live in the Borough. Uses have been limited to those residents that are likely to need on a daily or regular basis. Overall retail size has been restricted to prevent the establishment of intensive commercial uses that exceed the local pedestrian orientation of this zone and to encourage the adaptive reuse of converted historic dwellings rather than the construction of new commercial buildings. Requirements have been imposed to preserve the small-town character of this area and reflect the tightly knit land use pattern that exists within the Borough. Limited exterior activities have been allowed to contribute to the vitality and diversity of this area.

- Permitted uses.
 - o Single-family detached dwellings and duplexes, subject to § 220-17.
 - o Public and nonprofit parks and playgrounds.
 - o Public uses and public utilities structures.
 - o Banks and similar financial institutions.
 - o Medical or dental clinics.
 - o Offices.
 - o Private and commercial schools.
 - o Restaurants excluding drive-through or fast-food restaurants.
 - o Retail sale, service and rental of goods except adult-related uses.
 - o Retail services including barber and beauty salons, tailors and shoe repair, tanning salons and fitness, dance or karate centers.
 - o Art or antique shops, museums and libraries.
 - o Delicatessens, bakers and caterers.
 - o Nursing, rest or retirement homes.
 - o No-impact home-based business.
- Bed and breakfasts under § 220-52.
 - o Event spaces.
 - o Taverns.
 - o Dry cleaners, laundries and laundromats.
- Special exception uses under § 220-107C.
 - o Boarding houses under § 220-53.
 - o Funeral homes under § 220-61.
 - o Private clubhouses under § 220-72.
 - o Home occupations under § 220-65.
 - o Conversion apartments under § 220-58.
 - o Outdoor cafes under § 220-71.
 - o Banks and similar institutions with drive-through lanes under § 220-50.
- Landscape features under § 200-92.

- o Dimensional and operational standards.
- o No minimum lot area unless otherwise specified.
- o Minimum lot width: 45 feet.
- o No required setbacks except where adjoining a residential zone.
- o Maximum building height: 35 feet.
- o Maximum lot coverage: 90 percent.
- o Outdoor display permitted within specified limits under § 220-35.
- o No off-street parking required for non-residential uses. Any parking provided must meet applicable provisions and be located to the rear.
- o On-street parking permitted where allowed by street design.
- o Landscaping is required for all non-building areas under § 220-34.
- o Dumpster placement permitted in rear or side yard with screening.
- o General compliance with Article III and applicable Commonwealth and federal regulations required.

ATTACHMENT 2

Property Description

Building Summary	
<i>Construction Class</i>	Class C
<i>Year Built</i>	1951
<i>Gross Building Area</i>	10,388
<i>Condition</i>	Below Average
<i>Land to Building Ratio</i>	1.43 to 1

Parking Attributes	
<i>Parking Spaces</i>	3
<i>Parking Type</i>	Paved open surface parking
<i>Parking Condition</i>	Average
<i>Overall Parking Ratio</i>	0.29 Spaces per 1,000 SF GBA

Foundation Frame/Ext.	
<i>Foundation</i>	Poured concrete slab
<i>Basement Size (SF)</i>	4,198
<i>Basement Use/Finish</i>	Finished, utilities and storage
<i>Frame</i>	Masonry Frame
<i>Facade</i>	Brick
<i>Roof Type</i>	Gable
<i>Roof Cover</i>	Asphalt Shingles

Interior	
<i>Floor Plan Layout</i>	Average
<i>Floor Covering</i>	Hardwood, Tile
<i>Walls</i>	Painted drywall
<i>Ceiling Cover</i>	Acoustic ceiling panels
<i>Interior Lighting</i>	Fluorescent

Mechanical Systems	
<i>Heating</i>	Gas Fired Hot Water
<i>Cooling</i>	Window Units
<i>Electrical</i>	Assumed Adequate
<i>Plumbing Condition</i>	Assumed Adequate
<i>Fire Sprinkler</i>	None

Americans With Disabilities Act

Please reference the Limiting Conditions and Assumptions section of this report.

Hazardous Substances

Please reference the Limiting Conditions and Assumptions section of this report.



