

DECISION
On the Stopping and Parking of Tourist Buses and M1-Category Passenger
Vehicles with a Capacity of (7+1) and (8+1) within the
Special Traffic Regulation Zone
(unofficial consolidated text)

This Unofficial Consolidated Text of the Decision on the Stopping and Parking of Tourist Buses and M1-Category Passenger Vehicles with a Capacity of (7+1) and (8+1) within the Special Traffic Regulation Zone incorporates the original Decision on the Stopping and Parking of Tourist Buses and M1-Category Passenger Vehicles within the Special Traffic Regulation Zone, published in the Official Gazette of the City of Dubrovnik, No. 10/14, together with all subsequent amendments and supplements published in the Official Gazette of the City of Dubrovnik, Nos. 18/15, 5/16, 8/16, 7/18, 6/19, 9/20, 14/21, 25/21, 10/22, and 19/23, specifying their respective dates of entry into force.

Article 1.

This Decision on the Stopping and Parking of Tourist Buses and M1-Category Passenger Vehicles with a Capacity of (7+1) and (8+1) within the Special Traffic Regulation Zone regulates the stopping and parking of tourist buses and M1-category passenger vehicles with a capacity of (7+1) and (8+1) in the wider area surrounding the historic core of the City of Dubrovnik. This area includes Zagrebačka ulica, Ulica branitelja Dubrovnika, as well as Pile, Ploče, the Iza Grada district, Zlatni Potok, and Sveti Jakov. Furthermore, this Decision prescribes the fees for stopping and parking the aforementioned vehicles within the special traffic regulation zone, the amount and conditions for obtaining a pass or vignette, the conditions for exemption from fee payment, as well as penalties for non-compliance with the provisions of this Decision. Additionally, this Decision regulates the traffic management system, including technical traffic control measures and traffic regulation through electronic systems and video surveillance.

Article 2

Tourist buses and M1-category passenger vehicles with a seating capacity of (7+1) and (8+1) are prohibited from stopping within the special traffic regulation zone defined in Article 1 of this Decision, except when complying with a traffic signal or regulation or when granted a special permit by the competent Administrative Department of the City of Dubrovnik.

No activities or actions may be undertaken on roads or public traffic areas that could damage the public traffic surface or compromise traffic safety and flow.

Exceptionally, tourist buses and M1-category passenger vehicles with a capacity of (7+1) and (8+1) transporting guests with confirmed hotel accommodations within the zone specified in Article 1 of this Decision may conduct passenger drop-off and pick-up exclusively in front of the respective hotels.

Notwithstanding paragraph 1 of this Decision, tourist buses and M1-category passenger vehicles with a seating capacity of (7+1) and (8+1) transporting passengers using the cable car service (operating under a concession granted in accordance with applicable regulations) may stop for passenger pick-up and drop-off in front of the lower cable car station (Ploče).

Article 3

Tourist buses and M1-category passenger vehicles with a capacity of (7+1) and (8+1) are permitted to park within the special traffic regulation zone only in the designated parking area at Pile, in accordance with the traffic plan outlined in the traffic study referenced in Article 16 of this Decision.

Parking as specified in paragraph 1 of this Article is allowed exclusively under the condition of a prior parking reservation and a regulated parking status as defined in Article 6 of this Decision (payment of the prescribed fee or obtaining a pass/vignette), unless otherwise stipulated by this Decision.

As an exception, special authorization may be granted for the parking of tourist buses and M1-category passenger vehicles with a capacity of (7+1) and (8+1) at Ploče, also in accordance with the traffic plan outlined in the traffic study referenced in Article 16 of this Decision.

The City of Dubrovnik Administrative Department responsible for traffic is authorized to determine the available and optimal number of parking slots.

The determination of availability and optimal parking slots, as referenced in the previous paragraph, is aimed at protecting the historic core of the City of Dubrovnik in line with UNESCO guidelines, ensuring sustainable mobility within the city, and safeguarding residents from excessive traffic, noise pollution, and exhaust emissions. These measures are aligned with European standards and serve to preserve and protect cultural and natural heritage, environmental quality, the operation of emergency services, and other matters of public interest.

Article 4

The special permit referred to in Article 3, Paragraph 3 of this Decision is issued by the competent administrative department of the City of Dubrovnik or by Sanitat Dubrovnik d.o.o., located at Marka Marojice 5, Dubrovnik, under a special authorization granted by the City of Dubrovnik.

The special permit referred to in Article 3, Paragraph 3 of this Decision is issued electronically and obtained by users through the web application.

Article 5

The parking of tourist buses and M1-category passenger vehicles with a capacity of (7+1) and (8+1) for passenger pick-up or drop-off within the special traffic regulation zone is time-limited and must not exceed ten minutes. Parking is allowed only within a pre-booked time slot for passenger pick-up and/or drop-off, as reserved through the application referenced in Article 8.a of this Decision, except in cases specified in paragraph (3) of this Article or as otherwise provided by this Decision.

If the parking time limit specified in the preceding paragraph is exceeded, in addition to the penalties prescribed in Article 14 of this Decision, traffic wardens, municipal wardens, or employees of Sanitat Dubrovnik d.o.o. are authorized to issue a verbal directive requiring the offender to immediately vacate the designated stopping and parking area.

Notwithstanding paragraph 1 of this Article, in the event of extraordinary circumstances (unforeseen, unintentional, or unexpected incidents or a sequence of such incidents), parking outside the reserved time slot may be permitted to ensure traffic flow, emergency interventions, or other necessary measures, provided that the City of Dubrovnik Administrative Department responsible for traffic has determined the occurrence of such extraordinary circumstances.

Article 6

For the parking and stopping of tourist buses and M1-category passenger vehicles with a capacity of (7+1) and (8+1) for passenger drop-off within the special traffic regulation zone, the tourist agency or vehicle owner is required to pay a fee for each individual parking and stopping instance of such vehicles within the special traffic regulation zone (hereinafter: fee) or to have a valid and visibly displayed pass/vignette, in accordance with the provisions of this Decision.

The fee and pass/vignette referred to in the previous paragraph shall be paid to the City of Dubrovnik.

Article 7

The stopping and parking of tourist buses and M1-category passenger vehicles with a capacity of (7+1) and (8+1) within the special traffic regulation zone is not permitted unless the fee or pass/vignette referred to in Article 6 of this Decision has been paid.

In the cases referred to in paragraph 1 of this Article, an employee of Sanitat Dubrovnik d.o.o. or a traffic or municipal warden is authorized to prohibit the stopping and parking of tourist buses and M1-category passenger vehicles with a capacity of (7+1) and (8+1).

Article 8.

The fee for each individual parking session and stop for passenger drop-off during the period from March 1 to November 30 of the current year is as follows:

- M1-category passenger vehicles (capacity of 7+1 and 8+1): €35.00
- Medium-sized buses (9 to 30 seats): €70.00
- Large buses (over 30 seats): €140.00

Article 8a

The fee referred to in Article 8 of this Decision must be paid exclusively in advance through the payment system—an application published on the official website of the City of Dubrovnik (www.dubrovnik.hr, hereinafter: web application). The payment must be registered at least 48 hours prior to stopping and parking.

The payment of the fee simultaneously and cumulatively entails the obligation to:

- Reserve a time slot for parking and stopping for passenger drop-off,
- Reserve a time slot for parking and stopping for passenger pick-up, and
- Register the vehicle license plate to which the paid fee applies, except in cases where pick-up or drop-off occurs during the period specified in Article 9, paragraph 4.

A one-time change to a paid reservation is permitted no later than 24 hours before the scheduled parking and stopping time for which the payment was made, and only if there are available time slots for the requested change.

If no available time slots exist for the requested change within the same calendar year, the payer has the right to submit a refund request, provided that the request is submitted no later than 30 days before the originally scheduled parking date.

If the conditions for a refund are met, the payer shall bear any bank transaction fees incurred as a result of the refund process.

If parking is not carried out within the reserved time slot, the payer of the fee is not entitled to a refund of the paid amount.

However, if parking, based on a reservation and payment as referred to in paragraph 1 of this Article, does not take place on the reserved date due to the occurrence of extraordinary events as defined in Article 5, paragraph 3 of this Decision, the payer of the fee is entitled to a refund, provided that the City of Dubrovnik Administrative Department responsible for traffic has confirmed the occurrence of such an extraordinary event.

A one-time change of the registered license plate number for which the parking slot was reserved and the fee was paid is permitted, but no later than 30 minutes before the reserved parking and stopping time.

In cases referred to in Article 3, paragraph 3 of this Decision, obtaining a special permit is a prerequisite for reserving a parking and stopping time slot at Ploče.

Article 8 b

In addition to the fee referred to in Article 8, paragraph 1 of this Decision, a pass/vignette valid for the current calendar year may also be obtained.

The following entities are eligible to obtain a pass/vignette:

1. Hotels located within the historic core of the City of Dubrovnik – for buses and M1-category passenger vehicles with a capacity of (7+1) and (8+1), used for transporting hotel guests to Pile (Designation "A").
2. Hotels located within the special traffic regulation zone – for buses and M1-category passenger vehicles with a capacity of (7+1) and (8+1), used exclusively for transporting hotel guests in front of those hotels (Designation "H").
3. Legal or natural persons granted a concession for the cable car – for buses and M1-category passenger vehicles with a capacity of (7+1) and (8+1), used exclusively for transporting passengers to the lower cable car station at Ploče (Designation "Ž").
4. Users exempt from paying the fee in accordance with Article 11 of this Decision (Designation "X").
Tourist agencies, vehicle owners, legal or natural persons, and entrepreneurs granted a concession by the Dubrovnik Port Authority – for buses and M1-category passenger vehicles with a capacity of (7+1) and (8+1), used for the organized transportation of passengers from cruise ships engaged in international maritime traffic to Pile (Designation "I").

The fee for the pass/vignette referred to in paragraph 2, subparagraphs 1, 2, 3, and 4 of this Article is not charged and constitutes a fee exemption, subject to the conditions set forth in Article 11 of this Decision.

Holders of passes/vignettes referred to in paragraph 2, subparagraphs 2 and 3 of this Article (designations "H" and "Ž") are not entitled to park or stop at Pile and Ploče, except under the same conditions as other users, in accordance with the provisions of this Decision.

The fee for the pass/vignette referred to in paragraph 2, subparagraph 5 (designation "I") is €3,000.00, and the holder of the right to a pass/vignette must purchase a minimum of five (5) passes/vignettes.

The terms and conditions of payment for the pass/vignette shall be regulated by a special agreement between the City of Dubrovnik and the holder of the right to the pass/vignette.

The pass/vignette with designation "A" and "X" is valid for one calendar day for:

- One vehicle with a specific registered license plate number, as entered into the web application when reserving a time slot, at the discretion of the pass/vignette holder.
- An unlimited number of passenger drop-offs and pick-ups, provided that a parking and stopping time slot has been reserved in the web application, in accordance with Article 8.a of this Decision, whereby the purchased pass/vignette is considered equivalent to a paid fee under the provisions of that article.

The pass/vignette with designation "H" and "Ž" is valid for one calendar day for:

- One vehicle with a specific registered license plate number, as entered into the web application.
- An unlimited number of passenger pick-ups and drop-offs, exclusively in front of the respective hotels or at the lower station of the cable car at Ploče.

The pass/vignette with designation "I" is valid for:

- A vehicle with a specific registered license plate number, as entered into the web application when reserving a time slot, at the discretion of the pass/vignette holder. The license plate number may be changed up to three (3) times per day, ensuring that at any given time, only one license plate number is associated with the pass/vignette. The usage time of a specific license plate number for a particular pass/vignette is recorded in the web application.

— An unlimited number of passenger pick-ups and drop-offs.

The pass/vignette with designation "A", "H", "Ž", and "X" is issued exclusively in electronic form, and users obtain it via the web application without the obligation to display it on the front windshield of the vehicle.

The pass/vignette with designation "I" must be visibly displayed on the front windshield of the vehicle.

If, during an inspection, it is determined that the pass/vignette, regardless of its designation, is used contrary to the provisions of this Decision, the contract referred to in paragraph 6 of this Article shall be considered terminated, the fee under Article 8, paragraph 1 of this Decision shall be charged for the relevant stopping and parking, and the competent administrative department of the City of Dubrovnik shall issue a resolution permanently revoking the right to use the pass/vignette.

Article 8 c

Conditions for Obtaining a Pass/Vignette under Article 8 b of this Decision:

- a) For a pass/vignette marked "A," "H," and "Ž"
 - A request signed and certified by an authorized person
 - A concluded agreement in accordance with Article 8 b, paragraph 6 of this Decision
- b) For a pass/vignette marked "X"
 - A request signed and certified by an authorized person
 - Approval from the City of Dubrovnik in accordance with Article 11 of this Decision
 - A concluded agreement in accordance with Article 8 b, paragraph 6 of this Decision
- c) For a pass/vignette marked "I"
 - A request signed and certified by an authorized person
 - A contract with the Dubrovnik Port Authority (concession)
 - A concluded agreement in accordance with Article 8 b, paragraph 6 of this Decision

Article 9

The fee is charged for each individual vehicle for the passenger drop-off, while passenger pick-up is not subject to a fee.

Exceptionally, the fee is also charged for parking during passenger pick-up if the parking takes place during the fee-charging period specified in paragraph 4 of this Article, and no prior reservation and parking for passenger drop-off was made for the same vehicle on that day. In such a case, all other provisions of this Decision regarding parking for passenger pick-up shall apply accordingly to this user.

The fee shall not be charged during the months of January, February, and December.

The fee shall not be charged from 9:00 PM to 7:00 AM during the period from May 1 to September 30.

The fee shall not be charged from 8:00 PM to 8:00 AM during the periods from March 1 to April 30 and October 1 to November 30.

Article 10

The fee referred to in Article 8 does not apply to tourist agencies, vehicle owners, or legal or natural persons – entrepreneurs – who, upon reserving a parking and stopping time slot, provide proof of purchasing a group Dubrovnik Pass by entering the group Dubrovnik Pass code, provided that the transportation is carried out as follows:

- By a passenger vehicle of M1 category with a capacity of (7+1) and (8+1), proof of purchase for at least 5 persons
- By a medium-sized bus with 9-30 seats, proof of purchase for at least 10 persons
- By a large bus with more than 30 seats, proof of purchase for at least 30 persons.

Article 11

Exemption from the fee referred to in Article 8, paragraph 1 of this Article may be granted in the following cases:

1. When justified by the public interest, in accordance with the principle of proportionality (e.g., humanitarian, sports, cultural events, or events of significance for the City of Dubrovnik, and similar).

To apply for an exemption from the fee, the tourist agency, vehicle owner, or the legal or natural person organizing the event must submit a request to the City of Dubrovnik, including a detailed justification and evidence clearly demonstrating that the exemption serves the public interest, no later than 30 days before the event in question.

Based on the positive opinion of the City of Dubrovnik's expert services, the Mayor of the City of Dubrovnik may grant the "X" pass/vignette within 15 days of receiving the application.

2. In cases of organized transport of kindergarten children, primary and secondary school students or university students.

To apply for an exemption from the fee, the preschool institution (kindergarten), public institution engaged in education and training (primary school, secondary school, student dormitory, college, or university), must submit a request to the City of Dubrovnik, signed and stamped by an authorized person.

Based on the positive opinion of the City of Dubrovnik's expert services, the Mayor of the City of Dubrovnik may grant the "X" pass/vignette within 15 days of receiving the application.

Users of the pass/vignette under Article 8.b, paragraph 2, subparagraphs 1, 2, and 3 of this Decision are exempt from the fee.

Article 12

The fee for stopping and parking referred to in Article 6 of this Decision constitutes full revenue for the budget of the City of Dubrovnik.

Article 13

Supervision of the stopping and parking of tourist buses and M1-category passenger vehicles with a capacity of (7+1) and (8+1) within the special traffic regulation zone will be carried out by employees of Sanitat Dubrovnik d.o.o. and/or traffic wardens and/or municipal wardens, both directly and through electronic systems and video surveillance.

Article 14

A fine of **1,320.00** euros will be imposed for each violation on a legal entity:

- if stopping occurs in the special traffic regulation zone contrary to the provisions of this Decision (Article 2);
- if any actions or activities are undertaken on the roads and/or public traffic surfaces that could damage the public traffic surface or endanger traffic safety and flow (Article 2);
- if parking occurs in the special traffic regulation zone in a place or manner contrary to the provisions of this Decision, or if parking occurs without prior payment of the parking and stopping fee through the web application or without obtaining a pass/vignette, or if parking occurs without a prior reservation of a time slot, or if parking occurs without a special permit from the competent authority (Articles 3, 5, 8, 8.a, 8.b);
- if the parking time limit is exceeded or if parking occurs outside the reserved parking time slot (Article 5);
- if failing to comply with an order from an employee of Sanitat Dubrovnik d.o.o., a traffic warden, or a municipal warden, or if obstructing their work (Articles 5 and 7);
- if obtaining a pass/vignette based on inaccurate facts or misleading official persons (Articles 8.b and 8.c);
- if using or attempting to use the prepaid system and/or pass/vignette contrary to the provisions of Articles 8.a and 8.b of this Decision;
- if using or attempting to use the exemption from the fee based on false documentation (Article 11).

For violations outlined in paragraph 1 of this Article, the responsible person within the legal entity will be fined 260.00 euro.

"A sole proprietor or other self-employed person will be fined 660.00 euros for violations outlined in paragraph 1 of this Article."

An individual will be fined 260.00 euros for violations outlined in paragraph 1 of this Article.

Article 15

"In addition to the sanctions specified in Article 14 of this Decision, employees of Sanitat Dubrovnik d.o.o. or traffic and municipal wardens are authorized to verbally issue a ban on stopping and parking to any legal or natural persons who fail to pay the fee, do not settle their obligations related to the stopping and parking fee, or otherwise violate the provisions of this Decision regarding the temporary parking fee.

Article 16

The Traffic Study prepared by the Faculty of Traffic Sciences, University of Zagreb in July 2014 is an integral part of this Decision.

The Amendment to the Traffic Study regulating the stopping and parking of tourist buses and passenger vehicles (8+1) within the special traffic regulation zone, prepared by the Faculty of Traffic Sciences, University of Zagreb, is an integral part of this Decision.

The Revision of the Amendment to the Traffic Study regulating the stopping and parking of M1-category tourist buses and passenger vehicles with a capacity of (7+1) and (8+1) within the special traffic regulation zone, prepared by the Faculty of Traffic Sciences, University of Zagreb in December 2021, is an integral part of this Decision.

Article 17

"On the date of entry into force of this Decision, the Decision on the Stopping and Parking of Tourist Buses and (8+1) Passenger Vehicles within the Special Traffic Regulation Zone ('Official Gazette of the City of Dubrovnik,' No. 1/14) shall cease to be in effect.

Article 18

This Decision shall enter into force on the eighth day following its publication in the 'Official Gazette of the City of Dubrovnik.

NOTE: Article 16 of the Decision on Amendments and Additions to the Decision (Official Gazette No. 9/20)

The following provisions of the Decision will not apply during the period from July 29 to November 30, 2020:

- Article 6
- Article 7
- Article 8
- Article 9, paragraph 1
- Article 10
- Article 11
- Article 12
- Article 14, paragraph 1, subparagraphs 6 and 7